

Pamela Howard

From: Dan Haywood <opra+request-1231-7c670e43@requests.opramachine.com>
Sent: Sunday, February 11, 2018 1:39 AM
To: Pamela Howard
Subject: Open Public Records Act request - Requesting copies of Opra request

Dear Neptune Township,

This is a request for public records made under OPRA and the common law right of access. Please acknowledge receipt of this
Records requested:

I'm requesting copies of all OPRA requests from January 1, 2017 to January 1, 2018

Yours faithfully,

Dan Haywood

Please use this email address for all replies to this request:
opra+request-1231-7c670e43@requests.opramachine.com

Is Phoward@neptunetownship.org the wrong address for Open Public Records Act requests to Neptune Township? If so, please
https://opramachine.com/change_request/new?body=neptune_township

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>

Please note that in some cases publication of requests and responses will be delayed.

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



Neptune

Township - NJ

Where Community, Business & Tourism Prosper

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

NAME: Elida N. Tellez DATE: 11/20/18
ADDRESS: 24 WINDSOR RD
GREAT NECK NY 11021
PHONE: 917-975-3109 EMAIL: nlael@aol.com

INFORMATION REQUESTED

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

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

ADDRESS: 29 Atlantic Ave Ocean Grove BLOCK 105 LOT 18

Specify type of information requested:

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

☐ OTHER:

Copy of Permit for Construction on the house
and permit for driveway between Dec. 1989 - 1991
work in 1990.

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125

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

FAX: 732-988-6433

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

Elida N. Tellez
APPLICANT SIGNATURE
1/20/18
DATE

MUNICIPAL OFFICIAL SIGNATURE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



OPRA (Open Public Records Act) Form

REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: Peter A Schkeeper, PE DATE: Jan 1, 2018
 ADDRESS: 130 Bodman Pl., Suite 6
Red Bank NJ 07701
 PHONE: 732 219-1965 EMAIL: Peter@Schkeeper.com

INFORMATION REQUESTED

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

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

ADDRESS: 1813 Greenwood Ave. BLOCK _____ LOT _____

Specify type of information requested:

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

☐ OTHER: _____

Our licensed Professional Engineer & Construction Official has been retained to perform a structural assessment of the following building: 1813 Greenwood Ave.

A computer history of open & closed building permits is requested. Email response would be appreciated. PE lic No.: 19632 and Construction Official lic No.: 6644

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125

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

FAX: 732-988-6433

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 or 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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

OR

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

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

NAME: Susan Chienitz DATE: 2/20/2018
ADDRESS: 632 S. Riverside Dr
Neptune NJ
PHONE: 732-241-2897 EMAIL: Sjgc 20002@gmail.com

INFORMATION REQUESTED

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

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

ADDRESS: _____ BLOCK _____ LOT _____

Specify type of information requested:

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

☐ OTHER: _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☒ OTHER: Shark River Hills Neighborhood Plan

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

Kristie Armour

From: Kristie Armour
Sent: Tuesday, February 20, 2018 9:58 AM
To: 'sjgc20002@gmail.com'
Subject: Shark River Hills Neighborhood Plan
Attachments: 18-01-02_Shark_River_Hills_Neighborhood_Plan.pdf

Please see the attached as discussed this morning. If you have any questions or require additional information, please do not hesitate to contact me and I will do my best to get you the information you require. Have a great day and I will see you next week on February 28th at the Planning Board meeting.

Kristie Armour, Administrative Officer
Planning Board/Zoning Board of Adjustment
Township of Neptune
25 Neptune Boulevard
Neptune, NJ 07753
Phone: 732-988-5200 Ext. 278
Fax: 732-988-4259
Email: karmour@neptunetownship.org



Neptune
Township - NJ
Where Community, Business & Tourism Prosper

To: Construction
Engineering 2/20/18

RECEIVED

FEB 20 2018

MUNICIPAL CLERK

8:15 AM
AK

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

NAME: Marianne Caradonio **DATE:** 2/19/18
ADDRESS: 2812 Constitution Way
Wall, NJ 07719
PHONE: 732-681-7056 **EMAIL:** mcaradonio@falloncpa.com
Cell 732-880-7433

INFORMATION REQUESTED

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

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

ADDRESS: 511 S Riverside Drive Neptune NJ 07753 **BLOCK** 5212 **LOT** 13

Specify type of information requested:

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

☒ **OTHER:** Property grading plans, retaining walls plans, and house plans with schematics

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ **OTHER:**

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

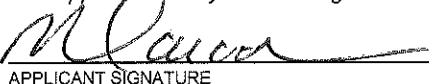
1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining agreements and individual employment contracts, and public employee salary and overtime information. Minutes of public meetings will be generally available immediately after the minutes have been approved.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.


APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

2/20/18
DATE

----- OR -----

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 information requested will be available on: 2/28/2018

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Simonne Vaccaro - Maser Consulting PA **DATE:** 2/12/18
ADDRESS: 331 Newman Springs Road, Suite 293
Red Bank, NJ 07701
PHONE: 732-383-1950 **EMAIL:** svaccaro@maserconsulting.com

INFORMATION REQUESTED

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

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

ADDRESS: 2200-2250 ROUTE 66 **BLOCK** 802 **LOT** 1
Specify type of information requested: (f/k/a Block 1007, Lot 61)

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

☒ **OTHER:** This request is for Planning Board / Zoning Board and Building Department documents for the above referenced property. These documents may include, but are not limited to, resolutions / approvals / permits, surveys, site plans, building or ground mounted sign details / shop drawings, stormwater management reports, traffic reports, geotechnical reports, environmental or ecological reports, water and sanitary sewer reports, hydrant flow tests, etc.

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

Specify date, number, topic, or other identifying information. In addition, this request is also for any roadway plans, Intersection plans, roadway plans, intersection plans, signal timing information, etc. for the signalized intersection located at the intersection of Neptune Boulevard with the Asbury Avenue (Route 66) ramp and the entrance to the subject site.

Please contact me once the files are ready so we can arrange for someone to view them at your office.

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

Pamela Valentine

From: Pamela Valentine
Sent: Tuesday, February 20, 2018 11:26 AM
To: 'svaccaro@maserconsulting.com'
Cc: Rick Cuttrel; Pamela Howard; Kristie Armour
Subject: OPRA Request: 2200-2250 Route 66

Good morning, Ms. Vaccaro,

My office has received your request for Public Records regarding 2200-2250 Route 66 in Neptune Township.

The Land Use Department has Planning Board / Zoning Board files available for your review Monday –Friday between the hours of 8:00 am and 4:00 pm. Although an appointment is not necessary, I would appreciate confirmation that you do intend to come to the office to view the files.

Please be advised that you may receive additional information from other departments. You may contact our Municipal Clerk's Office should you require further assistance in this matter.

Thank you,
P. Valentine

| PAMELA VALENTINE |

Land Use Department
732-988-5200 / .x. 215

Done R 2/21/18

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

NAME: Donna Weldon DATE: 2/20/18
ADDRESS: 1 Bunker Hill Rd
Freehold NJ 07728
PHONE: 732-780-5223 EMAIL: weljdj@aol.com
908-839-6826

INFORMATION REQUESTED

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

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

ADDRESS: 21 Seaview Ave Ocean Grove BLOCK 103 LOT 5.04

Specify type of information requested:

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

☒ OTHER: Building plans - Need the roof height
Should be on the elevation
Thanks

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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



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

NAME: Euzanne Kobrynski DATE: 2.22.18
ADDRESS: 5 am Ct
Perrineville W.J. 08535
PHONE: 646 460-5308 EMAIL: zk3@nyu.edu

INFORMATION REQUESTED

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

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

ADDRESS: 411 Durand Ave BLOCK _____ LOT _____

Specify type of information requested:

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

☐ OTHER: _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

OR

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Joseph Alvarez **DATE:** 2/21/2018
ADDRESS: 1904 Main St., Lake Como, NJ, 07719
PHONE: 732-974-0198 **EMAIL:** joalvarez@dynamic-surveyservices.com

INFORMATION REQUESTED

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

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

ADDRESS: 3542 NJSH 66, Neptune, NJ **BLOCK** 3601 **LOT** 2

Specify type of information requested:

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

☒ **OTHER:** Construction map and/or Site plan Utility Map

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

2/21/2018

DATE

MUNICIPAL OFFICIAL SIGNATURE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

2/21/2018

DATE

MUNICIPAL OFFICIAL SIGNATURE



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

NAME: Verona Cohen **DATE:** 2/20/2018
ADDRESS: c/o PEMCO Ltd, 820 Bear Tavern Rd
West Trenton, NJ 08628
PHONE: 720-509-3267 **EMAIL:** verona.cohen@pemco-limited.com

INFORMATION REQUESTED

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

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

ADDRESS: 709 Green Grove Pl **BLOCK** 2510 **LOT** 4

Specify type of information requested:

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

☐ OTHER: Any record of open code violations to date that would cause an issue with the sale, lien, summons, fine or fees.

If any open code violations are found, please email them to me.

Thank you

Verona

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

Verona L Cohen
APPLICANT SIGNATURE
2/20/2018
DATE

MUNICIPAL OFFICIAL SIGNATURE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

Verona L Cohen
APPLICANT SIGNATURE
2/20/2018
DATE

MUNICIPAL OFFICIAL SIGNATURE



Neptune

Township - NJ

Where Community, Business & Tourism Prosper

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

NAME:

Gina Koenig

DATE:

2-20-2018

ADDRESS:

2204 Bridge Ave

Pt Pleasant NJ 08742

PHONE:

732-948-21005

EMAIL:

gkoenig@diannet.com

INFORMATION REQUESTED

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

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

ADDRESS:

309 Sea Spray Neptune

BLOCK

5501

LOT

89

Specify type of information requested:

☒ ASSESSING

☒ TAX

☐ CERTIFICATE OF INSPECTION

☒ CODE VIOLATIONS

☒ CONSTRUCTION PERMITS

☐ OTHER:

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER:

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125

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

FAX: 732-988-6433



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

NAME: Bernard Teichman - Broker Associate at RE/MAX Central **DATE:** _____
ADDRESS: 520 US Highway 9 North
Manalapan, NJ 07726
PHONE: 732-610-9508 **EMAIL:** BernardTeichman@gmail.com

INFORMATION REQUESTED

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

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

ADDRESS: 308 Lakewood Rd. **BLOCK** 5310 **LOT** 4

Specify type of information requested:

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

- ☒ **OTHER:** 1. My client wants to purchase this property. It has been totally rehabbed. We want to know what permits were pulled, have been closed and what permits remain open.
2. Are there any records of an "Underground Storage Tank" located on the property and if yes, has it been removed?
3. I tried finding the tax Assessor map for this parcel. Please include this map as well.

Thank you !!!

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

Bernard Teichman

APPLICANT SIGNATURE

2/17/2018

DATE

MUNICIPAL OFFICIAL SIGNATURE

Please E-mail the information to:
BernardTeichman@gmail.com

OPRA (Open Public Records Act) Form

REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: WEST LAKE NEPTUNE LLC DATE: 2/16/18
 ADDRESS: 1800-1836 WEST LAKE AV NEPTUNE
40 WEISS REALTY C/TE 302 250 MOONACH RD
 PHONE: 248141840 EMAIL: MOONACH@NJDOT.NY
WEISS@WEISSREALTY.COM

INFORMATION REQUESTED

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

☒ Copy of INFORMATION RELATING TO A SPECIFIC PROPERTY

ADDRESS: 1718 WEST LAKE AVENUE

BLOCK 611

LOT 6738

Specify type of information requested:

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

☒ OTHER: APPRAISAL AND ANY RELATED
DOCUMENTS COVERING SALES AND
PURCHASE OF THE SUBJECT PROPERTY

☐ Copy of ORDINANCE, RESOLUTION or MINUTES

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

☐ SPECIALTY DOCUMENT:

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125

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

FAX: 732-988-6433

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 or 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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

OR

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

OPRA (Open Public Records Act) Form

REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: WEST LAKE NEPTUNE LLC DATE: 2/16/18
 ADDRESS: 1800-1836 WEST LAKE AV NEPTUNE
40 WEISS REALTY C/TE 302 250 MOONACH RD
 PHONE: 248141840 EMAIL: MOONACH@NJDOT.NY
WEISS@WEISSREALTY.COM

INFORMATION REQUESTED

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

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

ADDRESS: 1718 WEST LAKE AVENUE

BLOCK 611

LOT 6738

Specify type of information requested:

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

☒ OTHER: APPRAISAL AND ANY RELATED
DOCUMENTS COVERING SALES AND
PURCHASE OF THE SUBJECT PROPERTY

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125

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

FAX: 732-988-6433

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 or 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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

OR

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

Pamela Howard

From: Pamela LaPlante <pam@elitepropertyresearch.com>
Sent: Thursday, February 15, 2018 1:16 PM
To: Pamela Howard
Subject: 1926 Milton Ave OPRA
Attachments: OPRA Sept 17 NEW.PDF

Pamela LaPlante | National Researcher



Elite PROPERTY RESEARCH

3659 Cortez Rd, Suite 110 | Bradenton, FL 34210
Office: 941.747.0600 | Fax: 866.491.3226

www.ElitePropertyResearch.com

***PLEASE NOTE: Our reports will provide all unrecorded information. Should your particular property have a recorded lien against that we can provide you with the most accurate information possible. Not all municipalities provide information on RECORDED title searches we have no way of knowing if there is a recorded lien against the property to follow up on, unless notified by the



Did we do a good job today? Find us on Facebook and tell us about it!



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

NAME: Pam LaPlante **DATE:** 02/15/2018
ADDRESS: 3659 Cortez Rd W #110 Bradenton FL 34210
PHONE: 941 747 0600 **EMAIL:** pam@elitepropertyresearch.com

INFORMATION REQUESTED

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

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

ADDRESS: 1926 Milton Ave **BLOCK** 907 **LOT** 5

Specify type of information requested:

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

☐ **OTHER:** I am requesting copies of OPEN building permits, OPEN code violations, and any associated fines, fees, and liens on the above address. I am also requesting the tax payment history for 2016 through 2018.
Thank you.

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



Neptune
Township - NJ

Where Community, Business & Tourism Prosper

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

NAME: Yosef Kohn DATE: 2/14/18
ADDRESS: 415 Robbins Rd
Neptune NJ
PHONE: 732-930-9288 EMAIL: YK8516 @ Gmail.com

INFORMATION REQUESTED

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

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

ADDRESS: 415 Robbins Rd BLOCK LOT

Specify type of information requested:

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

☐ OTHER: I would like ~~to~~ to know
if a permit was ever taken out for
an underground oil Tank Removal

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 or 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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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.

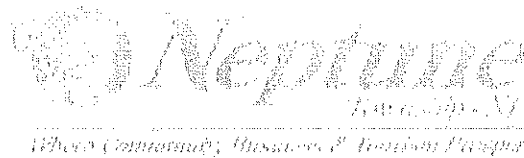
The information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Simonne Vaccaro - Maser Consulting PA **DATE:** 2/12/18
ADDRESS: 331 Newman Springs Road, Suite 293
Red Bank, NJ 07701
PHONE: 732-383-1950 **EMAIL:** svaccaro@maserconsulting.com

INFORMATION REQUESTED

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

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

ADDRESS: 2200-2250 ROUTE 66 **BLOCK** 802 **LOT** 1

Specify type of information requested: (f/k/a Block 1007, Lot 61)

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

☒ **OTHER:** This request is for Planning Board / Zoning Board and Building Department documents for the above referenced property. These documents may include, but are not limited to, resolutions / approvals / permits, surveys, site plans, building or ground mounted sign details / shop drawings, stormwater management reports, traffic reports, geotechnical reports, environmental or ecological reports, water and sanitary sewer reports, hydrant flow tests, etc.

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

Specify date, number, topic, or other identifying information: In addition, this request is also for any roadway plans, intersection plans, roadway plans, intersection plans, signal timing information, etc. for the signalized intersection located at the intersection of Neptune Boulevard with the Asbury Avenue (Route 66) ramp and the entrance to the subject site.

Please contact me once the files are ready so we can arrange for someone to view them at your office.

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

OR

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



**NEPTUNE TOWNSHIP POLICE DEPARTMENT
OPEN PUBLIC RECORDS ACT REQUEST FORM**

25 Neptune Blvd. Neptune, NJ 07753
732-988-8000 ext. 457 Fax 732-988-8442
pollicerecords@neptunetownship.org



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	Shawn	MI		Last Name	Paul
E-mail Address	cls@slkgroup.com				
Mailing Address	#2727 LBJ Freeway Suite 420				
City	Dallas	State	TX	Zip	75234
Telephone	855-512-4803		FAX	888-908-3471	
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 Shawn Paul Date 02/05/2018

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 advise if there are any open code violations; open / expired building permits and liens/ special Assessments such as weeds or tall grass and also advise any utility account balances (water, sewer, and garbage) with a payoff Until 02/28/2018 :

Address: 1607 Bradfiske Avenue Neptune NJ-07753

Block 505 Lot 13

Ref#: 634396

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			
NTPD Records Signature		Date	
_____		_____	
Police Records Custodian Signature		Date	
_____		_____	
Municipal Clerk 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

- ☐ 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
- ☐ Juvenile Records
- ☐ 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 or persons, property, electronic data or software
- ☐ Information that is to be kept confidential pursuant to court order
- ☐ Social security numbers
- ☐ Credit card numbers
- ☐ Unlisted telephone numbers
- ☐ Drivers' license numbers
- ☐ 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.
- ☐ 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

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.

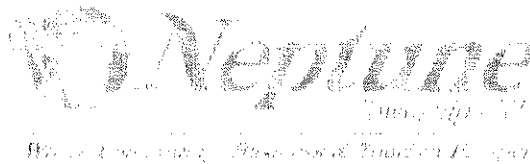
If the information requested is a "public record" under common law and the requestor has a legally recognized interest in the subject matter contained in the material, then the material must be disclosed if the individual's right of access outweighs the State's interest in preventing disclosure.

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.

Under the New Jersey Open Public Records Act (OPRA), a records 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. If you the requester fit this criteria then you are not allowed by law (under penalty of N.J.S.A. 2C:28-3) to possess such records. You are also not allowed to provide such records to the victim's assailant thus circumventing the OPRA law.

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 **Neptune Township Police**, 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 **Neptune Township Police**.
5. **You may be charged a 50% or other deposit when a request for copies exceeds \$25.** The **Neptune Township Police** 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 **Neptune Township Police** 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 **Neptune Township Police** 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 **Neptune Township Police** 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.



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

NAME: Israel Gestetner DATE: 2/7/18
ADDRESS: 915 East End Ave. Lakewood, NJ 08701
PHONE: 732-740-4687 EMAIL: SRULYGESTETNER@YAHOO.COM

INFORMATION REQUESTED

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

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

ADDRESS: _____ BLOCK _____ LOT _____

Specify type of information requested:

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

☐ OTHER: _____

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

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

☐ **SPECIALTY DOCUMENT:**

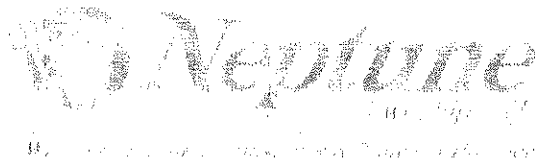
☐ Property Owner's List (\$10.00) ☐ Tax Map (\$.07/page) ☐ Duplicate Tax Bill (\$5.00 if applicable)

☒ **OTHER:** Please provide a list of tax liens currently held by the town. Thank you.

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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



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

NAME: Israel Gestetner DATE: 2/7/18
ADDRESS: 915 East End Ave. Lakewood, NJ 08701
PHONE: 732-740-4687 EMAIL: SRULYGESTETNER@YAHOO.COM

INFORMATION REQUESTED

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

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

ADDRESS: _____ BLOCK _____ LOT _____

Specify type of information requested:

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

☐ OTHER: _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☒ **OTHER:** Please provide a list of tax liens currently held by the town. Thank you.

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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



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

NAME: Michael A. Irene, Jr., Esq. DATE: 2/2/2018
ADDRESS: 422 Morris Avenue, Ste 8
Long Branch, NJ 07740
PHONE: 732-870-1100 EMAIL: miirenelaw@comcast.net

INFORMATION REQUESTED

(General copy charge is \$.06 per letter size page and \$.07 per legal size page.):

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

ADDRESS: 415 Robbins Road BLOCK 4712 LOT 11

Specify type of information requested:

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

☒ OTHER: Please see attached Schedule A

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125

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

FAX: 732-988-6433

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

February 2, 2018

DATE

MUNICIPAL OFFICIAL SIGNATURE

OR

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

DATE

MUNICIPAL OFFICIAL SIGNATURE

Schedule A to OPRA Request

**Premises: 415 Robbins Road (Block 4712, Lot 11)
Township of Neptune**

Please provide copies of the following records regarding the above-captioned property:

1. Copies of any and all Planning Board Resolutions and Zoning Board Resolutions pertaining to the above-captioned property.

NONE

2. Copies of any and all Notices of Violation(s) issued by the Zoning Officer, Code Enforcement Officer, and/or Building/Construction Official pertaining to the above-captioned property.

NONE

3. Copies of any and all Building and/or Construction Permits issued with regard to the above-captioned property.

4. Copies of any and all "open" Building and/or Construction Permits pertaining to the above-captioned property.

5. Copies of any and all records pertaining to fuel oil tanks, septic systems, and/or wells at the above-captioned property.

Block: 4712 Prop Loc: 415 ROBBINS ROAD Owner: BRUCE PROPERTIES, LLC Square Ft: 1280
 Lot: 11 District: 35 NEPTUNE TWP 07753 Street: 318 BRUCE STREET Year Built: 1961
 Qual: Class: 2 City State: LAKEWOOD, NJ Zip: 08701 Bldg: 4

Additional Information

Prior Block: 507 Acct Num: 00064290 Addl Lots: EPL Code: 00 00 000
 Prior Lot: 1213 Mtg Acct: Land Desc: 50X100 Statute:
 Prior Qual: Bank Code: 00000 Bldg Desc: 1,5S-AL-F-1U Initial: 000000 Further: 000000
 Updated: 07/11/17 Tax Codes: F01 Class4Cd: Desc:
 Zone: R-3 Map Page: Acreage: 0.000 Taxes: (57): 6926.10
 (58): 0.00

Sale Date: 01/26/17 Book: 9211 Page: 6365

Sale Information

Price: 70000 NU#: 13 Ratio: 0.00

TAX-EST-HISTORY

Year Owner Information Land/Imp/Tot Exemption Assessed

2018 BRUCE PROPERTIES, LLC 178200 0 332700

318 BRUCE STREET 154500

LAKEWOOD, NJ 08701 332700



View Tax Book Page

JAVERBAUM WURGAFT
HICKS KAHN WIKSTROM & SININS, P.C.
Certified Trial Attorneys

83 SOUTH STREET, SUITE 305
FREEHOLD, NJ 07728

ROBERT G. HICKS, ESQ.
Partner

TEL: 732-431-7575

FAX: 732-431-8442

www.lawjw.com

Admitted to Practice in New Jersey
Certified Civil Trial Attorney

February 7, 2018

via email Phoward@neptunetownship.org

Neptune Township Municipal Clerk
P.O. Box 1125
Neptune, NJ 07754-1125

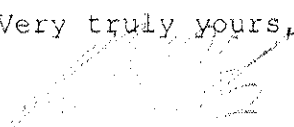
RE: Neptune Estates vs. Avakian, et al

Dear Sir/Madam:

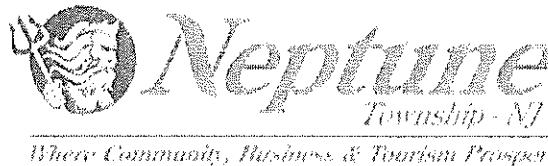
Enclosed please find an OPRA request for access to government records form.

Should you have any questions, please feel free to call upon me.

Very truly yours,


Robert G. Hicks

RGH/dlr
Enclosure



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

NAME: Robert G. Hicks, Esq. **DATE:** 2/7/18
ADDRESS: Javerbaum Wurgaft Hicks Kahn Wikstrom & Sinins
83 South Street, Suite 305, Freehold, NJ 07728
PHONE: (732) 431-7575 **EMAIL:** rhicks@lawjw.com

INFORMATION REQUESTED

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

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

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

Specify type of information requested:

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

☐ **OTHER:** _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☒ **OTHER:** With regard to the years beginning in 2006 and with regard to Peter Avakian, P.E., Lubesco, P.E. and/or Leon S. Avakian, Inc., Consulting Engineers, copies of the Chapter 62 Annual Membership Certification completed by the applicable Certifying officer and Supervisor of the Certifying Officer as required by the State of New Jersey, Division of Pensions and Benefits and State law together with other applicable or related documents identifying the status of the foregoing individuals as employees or independent contractors together with any and all determinative checklists completed in preparation for said Annual Certifications

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

2/7/18

OR

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Robert Hall **DATE:** 1/26/18
ADDRESS: 607 Myrtle Avenue
West Allenhurst NJ 07712
PHONE: 732 766 4484 **EMAIL:** rob@frielhall.com

INFORMATION REQUESTED

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

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

ADDRESS: _____ BLOCK _____ LOT _____

Specify type of information requested:

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

☐ OTHER: _____

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☒ **OTHER:** I would like to review all zoning, planning, construction and tax records for block 204 lot 5 - 118 Main Avenue

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Robert Hall **DATE:** 1/26/18
ADDRESS: 607 Myrtle Avenue
West Allenhurst NJ 07712
PHONE: 732 766 4484 **EMAIL:** rob@frielhall.com

INFORMATION REQUESTED

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

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

ADDRESS: _____ BLOCK _____ LOT _____

Specify type of information requested:

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

☐ OTHER: _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☒ **OTHER:** I would like to review all zoning, planning, construction and tax records for block 204 lot 5 - 118 Main Avenue

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Robert Hall **DATE:** 1/26/18
ADDRESS: 607 Myrtle Avenue
West Allenhurst NJ 07712
PHONE: 732 766 4484 **EMAIL:** rob@frielhall.com

INFORMATION REQUESTED

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

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

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

Specify type of information requested:

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

☐ **OTHER:** _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☒ **OTHER:** I would like to review all zoning, planning, construction and tax records for block 204 lot 5 - 118 Main Avenue

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Jamie Woodhead **DATE:** 01/16/2018
ADDRESS: 37 Beach Road
Monmouth Beach, New Jersey 07750
PHONE: 732-860-5397 **EMAIL:** englishproptiesteam@gmail.com

INFORMATION REQUESTED

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

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

ADDRESS: 778 Wayside Road, Neptune, NJ **BLOCK** 2201 **LOT** 27

Specify type of information requested:

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

☒ **OTHER:** Please provide for 770 Wayside Road, Neptune, NJ - Block 2201 Lot 25 - as well.

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

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

☐ **SPECIALTY DOCUMENT:**

☐ **Property Owner's List (\$10.00)**

☐ **Tax Map (\$.07/page)**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125

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

FAX: 732-988-6433

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

Jamie Woodhead

APPLICANT SIGNATURE

01/16/2017

DATE

MUNICIPAL OFFICIAL SIGNATURE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Megan Cruz **DATE:** 1/30/2018
ADDRESS: 4081 Hadley Road, Unit B
South Plainfield, NJ 07080
PHONE: 908-546-6166 **EMAIL:** mecruz@terracon.com

INFORMATION REQUESTED

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

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

ADDRESS: 635 Neptune Boulevard **BLOCK** 816 **LOT** 5.02
Specify type of information requested: Former Block 1008, Lot 17)

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

☒ **OTHER:** Environmental records, including records of tanks (USTs or ASTs), storage or releases of hazardous materials on the site, emergency responses to the site (hazmat or fire), environmental permits for the site, septic system or well records for the site, and current property ownership for the site. Please let me know if you need any further further information in order to process this request. Records may be emailed to mecruz@terracon if available. Thank you.

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

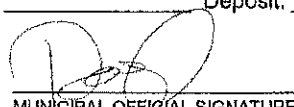
----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____


APPLICANT SIGNATURE


MUNICIPAL OFFICIAL SIGNATURE

January 30, 2018

DATE



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

NAME: Robert Hall **DATE:** 1/26/18
ADDRESS: 607 Myrtle Avenue
West Allenhurst NJ 07712
PHONE: 732 766 4484 **EMAIL:** rob@frielhall.com

INFORMATION REQUESTED

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

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

ADDRESS: _____ BLOCK _____ LOT _____

Specify type of information requested:

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

☐ OTHER: _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☒ **OTHER:** I would like to review all zoning, planning, construction and tax records for block 204 lot 5 - 118 Main Avenue

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Lesha Shinn DATE: 1/26/18
ADDRESS: 28 Foxcroft Dr
Princeton, NJ 08540
PHONE: 732-986-6901 EMAIL: Lesha.Shinn@gmail.com

INFORMATION REQUESTED

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

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

ADDRESS: 100 Station Ave, Ocean Grove BLOCK 285 LOT 2

Specify type of information requested:

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

☒ OTHER: Permits or other documentation in connection
with oil to gas conversion

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Lesha Shian DATE: 1/26/18
ADDRESS: 28 Foxcroft Dr
Princeton, NJ 08540
PHONE: 732-986-6901 EMAIL: Lesha.Shian@gmail.com

INFORMATION REQUESTED

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

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

ADDRESS: 100 Station Ave, Ocean Grove BLOCK 285 LOT 2

Specify type of information requested:

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

☒ OTHER: permits or other documentation in connection
with oil to gas conversion

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125

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

FAX: 732-988-6433

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 or 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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Lesha Shian DATE: 1/26/18
ADDRESS: 28 Foxcroft Dr
Princeton, NJ 08540
PHONE: 732-986-6901 EMAIL: Lesha.Shian@gmail.com

INFORMATION REQUESTED

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

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

ADDRESS: 100 Station Ave, Ocean Grove BLOCK 285 LOT 2

Specify type of information requested:

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

☒ OTHER: permits or other documentation in connection
with oil to gas conversion

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Amand Miller **DATE:** 1/26/2018
ADDRESS: 2809 E Harmony suite 100
Fort collins Co 80528
PHONE: 970-364-8737 **EMAIL:** amiller@associationonline.com

INFORMATION REQUESTED

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

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

ADDRESS: 307 WOODLAND AVE; NEPTUNE, NJ 07753 **BLOCK** 4205 **LOT** 12

Specify type of information requested:

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

☐ **OTHER:** _____

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☒ **OTHER:** I am writing on behalf of our clients requesting Code Violations and open and expired
permits . we only need copies if there is anything open and expired

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

Amanda Miller

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

1/26/2018

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Amand Miller **DATE:** 1/26/2018
ADDRESS: 2809 E Harmony suite 100
Fort collins Co 80528
PHONE: 970-364-8737 **EMAIL:** amiller@associationonline.com

INFORMATION REQUESTED

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

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

ADDRESS: 307 WOODLAND AVE; NEPTUNE, NJ 07753 **BLOCK** 4205 **LOT** 12

Specify type of information requested:

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

☐ **OTHER:** _____

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

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

☐ **SPECIALTY DOCUMENT:**

☐ **Property Owner's List (\$10.00)**

☐ **Tax Map (\$.07/page)**

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

☒ **OTHER:** I am writing on behalf of our clients requesting Code Violations and open and expired
permits . we only need copies if there is anything open and expired

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

Amanda Miller

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

1/26/2018

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Aimee Pacheco **DATE:** 01/12/2018
ADDRESS: c/o PEMCO Ltd, 820 Bear Tavern Rd
West Trenton, NJ 08628
PHONE: 720-509-3245 **EMAIL:** aimee.pacheco@pemco-limited.com

INFORMATION REQUESTED

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

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

ADDRESS: 508 Couse Rd **BLOCK** 5012 **LOT** 6

Specify type of information requested:

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

☒ **OTHER:** Please email me my response to this OPRA request. I need a copy of any open code violations attached to this property that could result in a fine, summons and/or prevent the sale of the property to a third party buyer. Thank you!

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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



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

NAME: Aimee Pacheco **DATE:** 01/12/2018
ADDRESS: c/o PEMCO Ltd, 820 Bear Tavern Rd
West Trenton, NJ 08628
PHONE: 720-509-3245 **EMAIL:** aimee.pacheco@pemco-limited.com

INFORMATION REQUESTED

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

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

ADDRESS: 508 Couse Rd **BLOCK** 5012 **LOT** 6

Specify type of information requested:

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

☐ **OTHER:** Please email me my response to this OPRA request. I need a copy of any open code violations attached to this property that could result in a fine, summons and/or prevent the sale of the property to a third party buyer. Thank you!

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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



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

NAME: Robert G. Hicks, Esq. **DATE:** 1/25/2018
ADDRESS: Javerbaum Wurgaft Hicks Kahn Wikstrom & Sinins
83 South Street, Suite 305, Freehold, NJ 07728
PHONE: (732) 431-7575 **EMAIL:** rhicks@lawjw.com

INFORMATION REQUESTED

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

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

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

Specify type of information requested:

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

☐ **OTHER:** _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☒ **OTHER:** Any and all records of any form of compensation paid to Peter Avakian, P.E., Louis Lobosco, P.E. and/or Leon S. Avakian, Inc. Consulting Engineers for services provided to the Neptune Township Planning Board and contracts between any of them and the Township from 2011 to present.

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record," N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Robert G. Hicks, Esq. **DATE:** 1/25/2018
ADDRESS: Javerbaum Wurgaft Hicks Kahn Wikstrom & Sinins
83 South Street, Suite 305, Freehold, NJ 07728
PHONE: (732) 431-7575 **EMAIL:** rhicks@lawjw.com

INFORMATION REQUESTED

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

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

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

Specify type of information requested:

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

☐ **OTHER:** _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☒ **OTHER:** Any and all records of any form of compensation paid to Peter Avakian, P.E., Louis Lobosco, P.E. and/or Leon S. Avakian, Inc. Consulting Engineers for services provided to the Neptune Township Planning Board and contracts between any of them and the Township from 2011 to present.

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest, and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Patrick Parker DATE: 1/24/18
 ADDRESS: 523- Main St Bradley Beach.
 PHONE: 732- 455 5252 EMAIL: PParker@PatrickParkerRealty.com

INFORMATION REQUESTED

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

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

ADDRESS: 2 Fulton Pl, Neptune BLOCK 5404 LOT 5

Specify type of information requested:

☐ ASSESSING ☐ TAX ☐ CERTIFICATE OF INSPECTION ☐ CODE VIOLATIONS ☒ CONSTRUCTION PERMITS
☐ OTHER: Checking for Open Permits.

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

OR

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Yadira Galan **DATE:** 1/24/18
ADDRESS: 1258 Liberty Ave
Hillside, NJ 07205
PHONE: 844-462-7465 **EMAIL:** carly@brinksconsulting.com

INFORMATION REQUESTED

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

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

ADDRESS: 401 Helen Terr **BLOCK** 5005 **LOT** 12

Specify type of information requested:

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

☒ **OTHER:** Please Provide a list of permit applications for the installation, removal or the decommissioning
of the underground storage tanks at the property mentioned above.

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

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

☐ **SPECIALTY DOCUMENT:**

☐ **Property Owner's List (\$10.00)**

☐ **Tax Map (\$.07/page)**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125
 EMAIL: Phoward@neptunetownship.org -- OR -- Rcuttrell@neptunetownship.org
 FAX: 732-988-8433

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

OR

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Thomas Washington **DATE:** 1/20/2018
ADDRESS: 40 Ocean Pathway Unit F
Ocean Grove NJ 07756
PHONE: 201-341-6451 **EMAIL:** tomw@jackgreenrealty.com

INFORMATION REQUESTED

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

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

ADDRESS: 40 Ocean Pathway Ocean Grove NJ 07756 **BLOCK** 129 **LOT** 3

Specify type of information requested:

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

☐ **OTHER:** checking for any open permits

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ **OTHER:**

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

1/20/2018

DATE

MUNICIPAL OFFICIAL SIGNATURE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

DATE

MUNICIPAL OFFICIAL SIGNATURE



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

NAME: Jamie Woodhead **DATE:** 01/22/2018
ADDRESS: 37 Beach Road
Monmouth Beach, New Jersey 07750
PHONE: 732-229-3532 **EMAIL:** englishpropertyteam@gmail.com

INFORMATION REQUESTED

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

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

ADDRESS: 770 Wayside Road, Neptune, NJ 07753 **BLOCK** 2201 **LOT** 25

Specify type of information requested:

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

☒ **OTHER:** _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

01/22/2018

DATE

MUNICIPAL OFFICIAL SIGNATURE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

01/22/2018

DATE

MUNICIPAL OFFICIAL SIGNATURE



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

NAME: Jamie Woodhead **DATE:** 01/22/2018
ADDRESS: 37 Beach Road
Monmouth Beach, New Jersey 07750
PHONE: 732-229-3532 **EMAIL:** englishproptiesteam@gmail.com

INFORMATION REQUESTED

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

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

ADDRESS: 2 Fulton Place, Neptune, NJ 07753 **BLOCK** 5404 **LOT** 5

Specify type of information requested:

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

☒ **OTHER:** _____

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

Jamie Woodhead

APPLICANT SIGNATURE

01/22/2018

DATE

MUNICIPAL OFFICIAL SIGNATURE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

Jamie Woodhead

APPLICANT SIGNATURE

01/22/2018

DATE

MUNICIPAL OFFICIAL SIGNATURE



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

NAME: Kelsey Rachel Kress DATE: 1/18/18
ADDRESS: 1330 Laurel Ave, Bldg 3, Sea Girt,
NJ, 08750
PHONE: 732-449-0077 EMAIL: Kelsey@enviroactives.com

INFORMATION REQUESTED

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

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

ADDRESS: 774 & 778 Wayside Road BLOCK 2201 LOT 27.01
Specify type of information requested: aka? 1006 Lots 3-5 ?

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

☒ OTHER: Records pertaining to environmental investigations; const.
permits for UST install/removal, house construction/demolition
tax cards
& houses should have been demo'd from prop 14.18. Lot 5 & 6

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

OR

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 information requested will be available on: NO INFO AVAILABLE ON

Estimated number of pages: _____ Estimated cost: _____ Deposit: ADDRESS PROVIDED

11/18/18

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

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

NAME: Kelsey Rachel Ripley DATE: 1/18/18
ADDRESS: 1330 Laurel Ave, Bldg 3, Sea Girt,
NJ 08750
PHONE: 732-449-0077 EMAIL: Kelsey@enviroactions.com

INFORMATION REQUESTED

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

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

ADDRESS: 774 & 778 Wayside Road BLOCK 2201 LOT 27.01
Specify type of information requested: aka? 1006 lots 3-5?

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

☒ OTHER: Records pertaining to environmental investigations; const.
permits for UST install/removal, house construction/demolition
tax cards
& house should have been removed from
property within last 5 yrs

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

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

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER: _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 or 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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE



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

NAME: Joanne Bedkowski - Hillmann Consulting, LLC **DATE:** 1/17/2018
ADDRESS: 1600 Route 22 East
Union, NJ 07083
PHONE: 908-688-7800 **EMAIL:** jbedkowski@hillmannconsulting.com

INFORMATION REQUESTED

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

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

ADDRESS: 118 Main Avenue, Ocean Grove, NJ **BLOCK** 204 **LOT** 5

Specify type of information requested:

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

☒ **OTHER:** Records regarding above and underground storage tanks, permits and/or violations, spills, hazardous materials and any other information of environmental concern.

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

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

☐ **SPECIALTY DOCUMENT:**

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

☐ **OTHER:** _____

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

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

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 or 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 business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven business days, you will be provided with a response with that information within seven 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:

1. Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective bargaining 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.
2. 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 business days indicating the time which will be required to provide the records.
3. Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be: \$.05 for each letter sized page and \$.07 for each legal sized page.
4. 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.
5. 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 to privacy or confidentiality or which is specifically exempted by law. Further, as stated in the statute, "the personnel or pension records of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, shall not be considered a government record and shall not be made available for public access, except that:

1. an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefore, and the amount and type of any pension received shall be a government record;
2. personnel or pension records of any individual shall be accessible when required to be disclosed by another law, when disclosure is essential to the performance of official duties or a person duly authorized by this State or the United States, or when authorized by an individual in interest; and,
3. 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, shall be a government record." N.J.S.A. 47:1A-10.

By signing in either area below, 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.

The Applicant hereby acknowledges that the information requested has been provided immediately at the time the request was made.

APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

DATE

----- OR -----

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 information requested will be available on: _____

Estimated number of pages: _____ Estimated cost: _____ Deposit: _____

Jeanne Reddoutski
APPLICANT SIGNATURE

MUNICIPAL OFFICIAL SIGNATURE

1/17/2018
DATE