



Long Hill Township

OPEN PUBLIC RECORDS ACT REQUEST FORM

Long Hill Township

Date Received: 12/9/2024

Tracking Number:

OPRA-Req-24-427

Important Notice

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

Requestor Information

Payment Information

Name: Emily Anderson

Maximum Authorized Cost 0

Address: _____

City: _____ State: NJ Zip: _____

Letter size pages - \$0.05 per page
Legal size pages - \$0.07 per page
Other materials (CD, DVD, etc) - actual
cost of material

Telephone: _____ Fax: _____

Email: opra+request-69653-6d96c9d4@requests.opramachine.com

Preferred Delivery: E-Mail

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

Signature: _____ Date: _____

Record Request Information:

Location: _____

Dear Long Hill Township,

Please accept this electronic request for public records made under OPRA and the common law right of access. I am not required to fill out an official form or use a particular software platform to submit my request per NJSA 47:1A-6(f), which states that an email from a requestor including all of the information required on the adopted form shall suffice in place of a completed form as a valid government record request.

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

I WILL NOT use the requested government records for a commercial purpose.

I AM NOT seeking records in connection with a legal proceeding.

Records requested:

Residential building permits over the last 6 months

My preferred delivery method for response(s) to this request is by E-mail as attachments. Please confirm you have

received this request. If you are not the custodian of records, please forward my request to that person and provide their email address to me for future reference.

Yours faithfully,

Emily Anderson

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 reason here.

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

AGENCY USE ONLY:

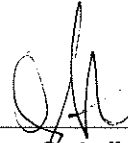
Tracking Information:

Tracking # _____
Rec'd Date _____
Ready Date _____
Total Pages _____

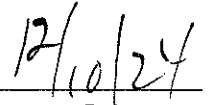
Final Cost:

Total _____
Deposit _____
Bal. Due _____
Bal. Paid _____

Records Provided:



Custodian Signature:



Date:

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 Name of Agency, 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 Name of Agency.
5. You may be charged a 50% or other deposit when a request for copies exceeds \$25. The Name of Agency 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 Name of Agency 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 Name of Agency 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 Name of Agency 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.



Long Hill Township
915 VALLEY ROAD
GILLETTE, NJ 07933

Construction Permit Activity Report

6/9/2024 -> 12/9/2024

Summary

	Cost:	Count:			
New:	\$1,448,280.00	9	Cubic Footage:	310,086 Cu.ft	Permits Issued: 284
Addition:	\$726,500.00	6	Square Footage:	29,932 Sq.ft	Updates Issued: 30
Alteration:	\$2,681,910.00	298			
Demolition:	\$12,750.00	1			
Total:	\$4,869,440.00	314			

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other
Building:	79	\$66,970.00	\$0.00	\$66,970.00	B 280	218 %77.9	35 %12.5	27 %9.6
Plumbing:	63	\$26,630.00	\$0.00	\$26,630.00	P 151	136 %90.1	13 %8.6	2 %1.3
Electrical:	187	\$32,620.00	\$0.00	\$32,620.00	E 276	234 %84.8	30 %10.9	12 %4.3
Fire:	44	\$6,445.00	\$0.00	\$6,445.00	F 106	87 %82.1	7 %6.6	12 %11.3
Elevator:	2	\$0.00	\$0.00	\$0.00	V 0	0 %	0 %	0 %
Mechanical:	157	\$28,365.00	\$0.00	\$28,365.00	M 163	144 %88.3	13 %8	6 %3.7
	532	\$161,030.00	\$0.00	\$161,030.00		976	819	98 59
DCA Training:	15		1149	Other Fees	(Note: Does not include result of none)			
DCA State:	270		5488	\$0.00				
DCA Minimum:	19		19					
	304		\$6,656					

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building 0	0	0	CA 270	\$0.00	\$0.00
Plumbing 0	0	0	CCO 0	\$0.00	\$0.00
Electrical 0	0	0	CO 14	\$579.00	\$4,338.00
Fire 0	0	0	CC 0	\$0.00	\$0.00
Mechanical 0	0	0	TCO 1	\$250.00	\$0.00
Elevator 0	0	0	TCC 0	\$0.00	\$0.00
Total:	\$0.00	\$0.00	Total: 285	\$829.00	\$4,338.00

NOTE:

Information gathered is based on the Issue date for that item, ie permit issue date, certificate issue date.

This will cause discrepancies between the payments section which uses Payment date. Example you took in money for a CO but the CO has not been issued yet.

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees			Payments (Based on Payment Date)	
	Record Count	Total Exempted		Record Count	Total Waived	Permit (318)	\$172,251.00
Building	0	\$0	Building	0	\$0	NON-UCC (18)	\$0.00
Plumbing	0	\$0	Plumbing	0	\$0	Variation Payments	\$0.00
Electrical	0	\$0	Electrical	0	\$0	Penalty (0)	\$0.00
Fire	0	\$0	Fire	0	\$0	Inspection Payments	\$0.00
Mechanical	0	\$0	Mechanical	0	\$0	Ongoing Invoice	\$0.00
Elevator	0	\$0	Elevator	0	\$0	Test Payments	\$1,020.00
Total:		\$0	Total:		\$0	Other Payments	\$0.00
	Record Count	Total Exempted	Violations	Fines	Paid	Grand Total	\$173,271.00
DCA Fees 10		\$174	Issued 4	\$22,000.00	\$0.00		