



## Colts Neck Township

124 Cedar Drive  
Colts Neck, NJ 07722  
(732) 462-5470 Ext. 100

# Open Public Records Act (OPRA) Request

Reference # OPR-2023-00377

Date Submitted: 7/14/2023 3:53:18 PM

### Requestor Information

**Name:** Amy Burr  
**Address:** , ,  
**Email:** opra+request-48691-ecdd5b35@requests.opramachine.com **Phone #**  
**Business Name:** Esq.

### Request

Please be as specific as possible in describing the documents being requested. Requests for "any" and "all" are generally considered too broad and may be returned for clarification.

Timeframe for response is seven (7) business days after custodian's receipt of request. Day one (1) is the day following the custodian's receipt of your request

**Request Type:** General

**Describe what records are being requested:** Dear Colts Neck Township,

This is a request for public records made under OPRA and the common law right of access. I am not required to fill out an official form. Please acknowledge receipt of this message.

29 Pasture Drive, Block:183.02 Lot: 49

Records requested:

Open and closed permits

Variance Applications

Violation Notices

Yours faithfully,

Amy P. Burr, esq

20 Bingham Ave, Suite A

Rumson, N.J. 07760

732-741-1435

-----  
Please deliver records electronically via email to the below UNIQUE address for all replies to this request:

opra+request-48691-ecdd5b35@requests.opramachine.com

**Do the requested records fall under the common law?**

**Please set forth your interest in the subject matter contained in the requested records:**

If you are requesting records containing personal information, please certify the statement below.

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 or any other state, or the United States.

### Delivery Information

**How would you like to receive the records requested?** Email

Note that your preferred method of delivery will only be accommodated if:

1. The custodian has the technological means.
2. The integrity of the records will not be jeopardized by such method of delivery.

**Deposit & Fee Information**

The custodian may require a deposit against costs for reproducing documents sought through an anonymous request or whenever the custodian anticipates that the documents requested will cost in excess of \$5.00 to reproduce.

Where a special service charge or other additional charges are 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 the reproduction of the documents.

Payment shall be made by cash, check, or money order payable to Colts Neck Township.

Letter Size Pages (8.5" x 11")	@ \$0.05 per page
Legal Size Pages (8.5" x 14")	@ \$0.07 per page
Delivery:	Delivery/Postage additional depending on delivery type
Other materials (CD, DVD, etc.):	@ \$0.30/CD, DVD
Extras:	Special service charge dependent upon request.