



**TOWNSHIP OF HILLSIDE  
OPEN PUBLIC RECORDS ACT REQUEST FORM**

MUNICIPAL BUILDING, JOHN F. KENNEDY PLAZA  
1409 LIBERTY AVENUE, HILLSIDE, NEW JERSEY 07205  
PHONE: (973) 681-7155; FAX (973) 351-5935  
swalker@hillsidenj.us  
Bnieves@hillsidenj.us

*2024-148*

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

**Requestor Information – Please Print**

First Name Ryan MI \_\_\_\_\_ Last Name williams

E-mail Address MLS@stellaripl.com

Mailing Address 2605 Maitland Center Pkwy suite C

City Maitland State FL Zip 32751

Telephone 302-261-9069 FAX 407-210-3113

Preferred Delivery: Pick Up \_\_\_\_\_ US Mail \_\_\_\_\_ On-Site Inspect \_\_\_\_\_ Fax Yes E-mail yes

**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 Ryan Williams Date 02-16-2024

**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.

We are currently working with closing on this property scheduled and would need the below records verified. Please provide the requested below info at the earliest.

Address: 271 CLARK ST HILLSIDE NJ 07205  
Parcel: Block: 406 Lot: 19  
Owner: SANDRA TOMLINSON & ALEX TOMLINSON

Please advise if the above address has any OPEN/PENDING/EXPIRED Permits and demolition permits that needs attention and any fees due currently.

Also advise if there are any Code Violation or fines due that needs attention currently. Any un-recorded liens/fines/special assessments due.

**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

**TOWNSHIP OF HILLSIDE**  
**FEB 16 2024**

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 _____	
sso: 2/28/2024		Records Provided _____
Custodian Signature _____		Date _____

# **TOWNSHIP OF HILLSIDE**

## **BUILDING DEPARTMENT**

Municipal Building  
Liberty and Hillside Avenues  
Hillside, New Jersey 07205  
(973) 926-5100 Fax (973) 351-5471

**Building Department**

February 16, 2024

MEMO TO: Clerk Department

FROM: Building Department

**RE: OPRA Request 2024-143**

Please note that the information available regarding the address referenced in the OPRA Request is attached.



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Estimated Balance \_\_\_\_\_

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**TOWNSHIP OF HILLSIDE**

FEB 16 2024

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

**CLERK'S OFFICE**

**AGENCY USE ONLY**

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Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
sbd: 2/28/2024		Records Provided	
Custodian Signature _____		Date _____	

# LIST OF APPLICATIONS

Block 406 and Lot 19

February , 16 2024

2:58:49PM

Control No	App Date	Perno	Per dt	UpdateNo	CCO No	CCO Dt	Close Dt	Block	Lot	Qual	Description										
Owner name	Site Address	Owner Address	MunWvd	All Wvd	Use Grp	CUFT	SQFT	Bldg	Elec	Fire	Plumb	Elev	Mech	BFee	EFee	FFee	Pfee	Elev Fee	Mfee	Tr Fee	CCO Fee
Cost Const	Alt Const	Cost Demol	CO Date	CA Date	Cfee	Badm	EAdm	FAdm	PADM	VAdm	MAdm	Alt Fee	CO Fee	App Type	Hfee	Gfee	TFee	Sfee	DCA Min.	Tot Fee	
10238	03/13/2009	20090191	04/09/2009	0				406	19		7 ALARM DEVICES										
TOMLINSON, SANDRA & ALEX	271 CLARK ST	271 CLARK ST							R-3												
0.00	0.00	Yes			\$0.00	\$36.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00								
\$ 0.00	\$ 170.00	\$ 0.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00								
P					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36.00								

**PROPERTY MAINTENANCE MANAGER**

List of Inspections for Reference Number : 1001733

February 16, 2024 2:59:53PM

Ref Number	Request Date	Request Time	Inspector	Inspection Type	Subprograms	Result
Block	Lot	Qual	Inspection Date	Owner Name	Address	Business Name
Notes						

1001733	04/01/2019	9:00AM	Curtiss Webb	Property Maintenance	First Inspection	FAIL
406	19	04/01/2019	TOMLINSON ALEJANDRO &	271 CLARK ST HILLSIDE		

Area Inspection conducted on 03/26/2019) Black dodge , no visable plates, cracked front windshield, if veicle is in the process of being restored , provide car cover until corrected.

**Summary**

Result	Count
Fail	1
Grand Total :	<u>1</u>

**PROPERTY MAINTENANCE MANAGER**

List of Inspections for Reference Number : 1002486

February 16, 2024 3:00:15PM

Ref Number	Request Date	Request Time	Inspector	Inspection Type	Subprograms	Result
Block	Lot	Qual	Inspection Date	Owner Name	Address	Business Name

1002486	07/28/2020	9:00AM	Curtiss Webb	Property Maintenance	First Inspection	FAIL
406	19	07/28/2020	TOMLINSON ALEJANDRO &	271 CLARK ST HILLSIDE		

Areas of grass that has not been cut ( Correct by comply date)

**Summary**

Result	Count
Fail	1
Grand Total :	<u>1</u>

Lot: 19      Lot: 35X120  
 Qual:      Addl:  
 Card: M

Street Address: 271 CLARK ST  
 City & State: HILLSIDE, N J 07205  
 Property Loc: 271 CLARK ST

Impr: 54,000  
 Total: 95,800  
 Class: 2

Code:  
 Value: 95,800  
 HILLSIDE

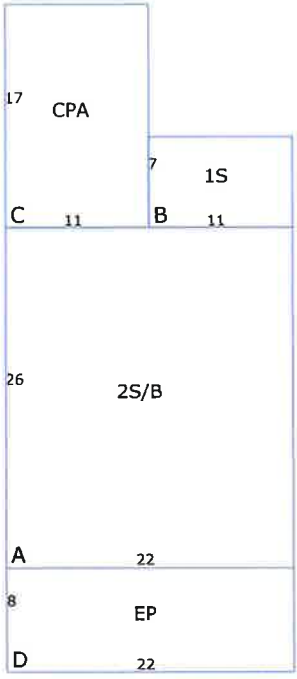
BUILDING PERMITS						ASSESSMENT HISTORY				SALE HISTORY			
Date	Description	Amount	Compl	Mos	Added	Year	Land	Impr	Net	Grantor	Date	Price	Nu
						2024	41,800	54,000	95,800		02/26/00	100,000	
						2023	41,800	54,000	95,800				
						2022	41,800	54,000	95,800				

LAND CALCULATIONS									SITE INFORMATION			RESIDENTIAL COST APPROACH			
FF	Depth	Back	Table	Rate	Tri	Site	NetCond	Value	Map:	Neigh:	Util:				
35	120		108	100		0	00%	41,800	4	7	RESIDENTIAL	BASEMENT	572 =	2471	
									Zone:	VCS:	Road:	BASEMENT FINISH	515 =	2699	
									R40	0700		FIRST STORY	649 =	17510	
									Acres:	Auto:	Topo:	UPPER STORY	572 =	8694	
									0.096			PARTIAL BRICK	220 =	715	
												HW OR STEAM	1221 =	2039	
												3 FIXTURE BATH	1 - 1 =	0	
												2 FIXTURE BATH	1 =	625	
												ENCLOSED PORCH	176 =	1883	
												DECK OR PATIO	187 =	383	

SKETCH									BLDG INFORMATION							
									Year Built:	Type/Use:						
									1929	ONE FAMILY						
									Eff Age:	Style:						
										CONVENTIONAL						
									Bldg Cla:	Ext Siding:						
									16	ALUM/VINYL						
									Num Units:	Roof Type:						
									LM	GABLE						
									Condition:	Roof Matl:						
									NORMAL	ASPHALT						
									Int Cond:	Foundation:						
									GOOD	BLOCK/CONCRETE						
									Story Ht:	Fndtn Const:						
									TWO STORY							
									Row/End:	Heat Source:						
										GAS						
									Garage:	Livable Area:						
										1221						

PHYSICAL DEPR: 47.00% ECONOMIC DEPR: 0.00% BASE COST: 37,019  
 FUNCTIONAL DEPR: 0.00% CCF: 2.75 MAIN BLDG: 53,955

Land: 41,800      Impr: 54,000      Total: 95,800



A=2S/B (572)  
 B=1S (77)  
 C=CPA (187)  
 D=EP (176)

Room Count	B	1	2	3	T
BEDROOMS:			3		3
FULL BATH:			1		1
HALF BATH:	1				1
KITCHEN:		1			1
LIVING RM:		1			1
DINING RM:		1			1
FAMILY RM:	1				1
OTHER:					0

Insp      Id      Reason      By      Results

Map Page:  
 Routing: 02/16/24

PHOTO

## Atiyah Hall

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**From:** Sonya Wingate  
**Sent:** Tuesday, February 27, 2024 10:02 AM  
**To:** Atiyah Hall  
**Subject:** RE: OPRA REQUEST 2024-143; 271 CLARK ST.

Good morning Atiyah,

The tax collector's office does not have any information pertaining to this OPRA request.

Regards,

**Sonya L. Wingate, C.T.C.**  
**Certified Tax Collector**  
**Township of Hillside**  
**1409 Liberty Avenue**  
**Hillside, NJ 07205**  
**(973)926-5502**



THE TOWNSHIP OF  
**HILLSIDE**  
MAYOR DAHLIA O. VERTREESE

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**From:** Atiyah Hall <ahall@hillsidenj.us>  
**Sent:** Monday, February 26, 2024 2:59 PM  
**To:** Sonya Wingate <swingate@hillsidenj.us>  
**Subject:** FW: OPRA REQUEST 2024-143; 271 CLARK ST.

Hi Sonya,

Can you send me any recorded liens you have on file?

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**From:** OPRA  
**Sent:** Friday, February 16, 2024 2:51 PM  
**To:** Richard Thacker <[rthacker@hillsidenj.us](mailto:rthacker@hillsidenj.us)>; Hassana Salaam-Rivers <[hsalaam-rivers@hillsidenj.us](mailto:hsalaam-rivers@hillsidenj.us)>; Nigel Thompson <[nthompson@hillsidenj.us](mailto:nthompson@hillsidenj.us)>; Sonya Wingate <[swingate@hillsidenj.us](mailto:swingate@hillsidenj.us)>