



State of New Jersey
Department of Environmental Protection
GOVERNMENT RECORDS REQUEST FORM



IMPORTANT NOTICE

Please read this entire form carefully as it contains important information concerning the response to your record request, accessing records, disputing denials, and your rights concerning government records. For further information, access WWW.NJ.GOV/DEP/OPRA.

Requestor Information

First Name:	KEVIN	MI	Last Name	SMITH
Company:	STELLAR INNOVATIONS			
Mailing Address:	2605 MAITLAND CENTER PARKWAY, SUITE C			
City:	Maitland,	State:	FL	Zip: 32751
		Email:	praveen.immanuel@stellaripl.com	
Business Telephone:	((30) 2) -261-		Extension	9069
Facsimile Telephone:	() -			

State Use Only

Tracking #	345713
Received Date	11/13/2023
Access Method	Send Electronic copies
<p>All matters relating to the response and access of any records identified for this request should be directed to:</p> <p>NJDEP – Office of Record Access 401 East State Street PO Box 420 Mail Code 401-06Q Trenton, New Jersey 08625-0420 Tele #: (609) 341-3121 Fax #: (609) 292-1177</p>	

Record Request Details:

I am conducting an environmental due diligence on the above referenced property and seek all identifiable remedial, permitting, compliance, and enforcement records.

Disposition Notes	Record Request Response
Based on this record request, responsive records have been identified and available for access. Requester should contact the Office of Record Access at 609-341-3121 to schedule a file review, copies, or to obtain further information.	In Progress - Open
	Filled - Closed <input checked="" type="checkbox"/>
	Denied - Closed
	Partial - Closed
Addendum Disposition Notes: NONE	 <div style="display: flex; justify-content: space-between; width: 100%;"> Custodian Signature 11/17/2023 </div>
	<div style="display: flex; justify-content: space-between; width: 100%;"> Custodian Signature Date </div>

Access to Government Records Under the New Jersey Open Public Records Act (N.J.S.A. 47:1A-1 et seq.)

- **Web Access** – The responsive records can be access directly through the Department’s web site. Web address will be provided.

1. The fees for duplication of a government record are specified below. We will notify you of any special charges, special service charges or other additional charges authorized by State law or regulation before processing your request. Payment shall be made by check or money order payable to the State of New Jersey and mailed to the address specified below.

Hard Copies: Letter & Legal size = \$0.05 per page
Oversized Maps (Color) = \$5.00 per map
Oversized Maps (B&W) = \$3.00 per map

Electronic Records: CDs = \$0.55 per CD
DVDs = \$0.55 per DVD

2. Pursuant to OPRA (C.47:1A-5c & C47:1A-5d), the Department will apply special service charge for any extraordinary expenditure of time and effort to accommodate a request. The special service charge will be based on the actual direct cost of providing the records. The requester shall have the opportunity to review and object to the charge prior to it being incurred; however, in the event the requester objects to the special service charge, the request will be closed and access to the records will not be granted.
3. By law, the Department must notify you that it grants or denies a request for access to government records within seven business days after the custodian of the record requested receives the request, provided that the record is currently available and not in storage. If the record requested is not currently available or is in storage, the custodian will advise you within seven business days when the record can be made available and the estimated cost. You may agree with the custodian to extend the time for making records available, or granting or denying your request.
4. 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.
5. If the Department was unable to comply with your request for access to a government record, the custodian will indicate the reasons for denial on the request form.
6. Except as otherwise provided by law or by agreement with the requester, if the custodian of the record requested fails to respond to you within seven business days of receiving a request form, the failure to respond will be considered a denial of your request.
7. **Resolution of Disputed Findings:**

In the event that a requester does not agree with the Department’s record response, the requester should:

No Records - Reexamined the request details to evaluate if all of the information was provided that could aid the Department in locating records. The Department’s ability to identify records of interest is in direct correlation to matching the Department information with the information provided on the request. Such important identifiers are Facility/Site Name, Address, Case #, Permit #, Block/Lot.

Denial - If your request for access to a government record has been denied or unfiled within the time permitted by law, you have a right to challenge the decision by the Department to deny access. The Department denies access to records only when those records do not meet the definition of a government record and/or public access is not allowed pursuant to the law. At your option, you may either:

- a. Contact the Office of Record Access to re-visit the matter or provide further explanation.
- b. Institute a proceeding in the Superior Court of New Jersey
- c. File a complaint in writing with the Government Records Council (GRC). 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 respond to other questions about the law.

8. Information provided on this form may be subject to disclosure under the Open Public Records Act.

Revised Addendum Disposition Notes: NONE