STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF CODES AND STANDARDS
BUREAU OF ROOMING AND BOARDING
HOUSE STANDARDS
(609) 633-6251

BRBHS-1
8/02

PAGE 1 of 2
Control No. 0713-0031
License No.
Type of Construction Frame
No. of Stories 3 Units 22
Lic. Capacity 22 No. of Res. 22
Class B
DATE: 03/17/2025

◄ *EVALUATION REPORT AND ORDERS OF THE COMMISSIONER* ►

Owner's Name, Address, Zip, County	Property Address, Zip, County
Montclair Shared Housing Assoc	27 Hillside Ave
	Montclair N.J
Owner's Phone Number	Property Phone Number
Operator's Name Joy Kay	

TYPE OF EVALUATION

SOCIAL ☑ ADDENDUM ☐
PHYSICAL ☐ CYCLICAL ☑

— PLEASE READ CAREFULLY —

This evaluation performed by the Bureau of Rooming and Boarding House Standards is being conducted pursuant to the Rooming and Boarding House Act of 1979. (N.J.S.A. 55:13B-1 et seq.).

You are ORDERED to correct the conditions described in the attached notice of violations by the compliance date indicated for each violation. Failure to comply with these orders will result in penalties and/or a court action in accordance with section 10 and 11 of the Act. Please review the violations with the Bureau representative.

You may contest these orders at an administrative hearing. The request for a hearing must be made within 15 days after receipt of these orders. Each issue intended to be raised at the hearing must be set forth in detail in the letter. Any issue not so raised shall be deemed waived. The hearing shall be held pursuant to The Administrative Procedure Act, (C.52:14B□1 et seq.). Refer to the property address and date of compliance (*if applicable*) and address the hearing request to:

> **Division of Codes and Standards, Hearing Coordinator, P.O. Box 804, Trenton, New Jersey 08625** with a copy to the **Chief, Bureau of Rooming and Boarding House Standards**, at the same address. A corporation may be represented only by a licensed attorney.
>
> **You will be notified of the time and place of the hearing.**

If you find an extension of time necessary to abate any violation, a letter must be submitted two (2) weeks prior to the date of compliance which states in detail: (1) The violations abated to date; (2) The reason why each unabated violation cannot be corrected prior to the date of penalty; and (3) The date by which all violations can be abated.

By requesting an extension, one expressly waives the right to a hearing and admits that the Notice and Orders are correct and free from procedural and substantive defects.

Joy C. Kay
Received By
Joy C. Kay, Executive Director
Printed Name of Person Served
3/17/2025 11:30am
Date Time Served

Commissioner
By Bernard Raymond
Bureau of Rooming and Boarding House Standards

Albert Orcbon
Bureau Representative Evaluator #

White – Owner's Copy Yellow – File Copy Pink and Goldenrod – Evaluator Copies

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EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference	0712-A-0021	Compliance Date	Reinspection Date	Compliance Date
N.J.A.C.	License to operate exp 02/28/2026			
	License to own exp 07/31/2025			
	Fire certificate exp 08/12/2025			
5:27.8.3(a)	Facility is to up-date monthly Fire drill log.	4/17/2025		
	End of social Report Albert Orban			

WHITE ~ Owner Copy YELLOW ~ Evaluator PINK ~ Office

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STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF CODES AND STANDARDS
BUREAU OF ROOMING AND BOARDING
HOUSE STANDARDS
(609) 984-1704

PAGE 1 OF 4
Control No. 0713-B-0031
No. of Stories 3 Units 22 Bedrooms
Lic. Capacity 22 No. of Res. 22
Class B
DATE: 3/12/25

BRBHS-1
10/22

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Owner's Name, Address, Zip, County	Property Address
Montclair Shared Housing Assoc.	27 Hillside Ave.
	Montclair, NJ
Owner's Phone Number	Property Phone Number
Administrator	

TYPE OF EVALUATION

SOCIAL	☐	ADDENDUM	☐
PHYSICAL	☑	CYCLICAL	☑

-PLEASE READ CAREFULLY-

This evaluation performed by the Bureau of Rooming and Boarding House Standards is being conducted pursuant to the ROOMING AND BOARDING HOUSE ACT OF 1979 (N.J.S.A. 55:13B-1 et seq)

You are ORDERED to correct the conditions described in the attached notice of violations by the compliance date indicated for each violation. Failure to comply with these orders will result in penalties and/or a court action in accordance with the Act. Please review the violations with the Bureau representative.

You may contest these orders at an administrative hearing. The request for a hearing must be made within 15 days after receipt of these orders. Each issue intended to be raised at the hearing must be set forth in detail in the letter. Any issue not so raised shall be deemed waived. The hearing shall be held pursuant to The Administrative Procedure Act, (C.52:14B-1 et seq.). Refer to the property address and date of compliance (if applicable) and address the hearing request to:

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You will be notified of the time and place of the hearing.

If you find an extension of time necessary to abate any violation, a letter must be submitted two (2) weeks prior to the date of compliance which states in detail: (1) The violations abated to date; (2) The reason why each unabated violation cannot be corrected prior to the date of penalty; and (3) The date by which all violations can be abated.

By requesting an extension, one expressly waives the right to a hearing and admits that the Notice and Orders are correct and free from procedural and substantive defects.

Commissioner

Received By

Printed Name of Person Served

3-12-25
Date Time Served

By *Bernard A. Raywood, Chief*
Bureau of Rooming and Boarding House Standards

William Murray
Bureau Representative

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27 Hillside Ave. Montclair, NJ 0713-B-0031

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	Fire cert exp 9/12/25			
	Owner lic. exp. 7/31/25			
	Operator lic. exp. 2/28/26			
	3rd Floor			
	Rooms# 309, 308, 307, 306, 305,			
	304, 303, 302 & 301			
	- No violations			
	Common hallway			
	- No violations			
	Common bathroom #1			
	- No violations			
	Common bathroom #2			
	- No violations			
	Common bathroom #3			
	- No violations			
	2nd Floor			
	Rooms# 211, 209, 208, 207, 206,			
	205, 204, 203, 202, 201 &			
	200			
	- No violations			
	Common hallway			
	- No violations			
	Common bathroom #1			
	- No violations			

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27 Hillside Ave. Montclair, NJ 0713-B-0031

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	2nd Floor cont.			
	Common bathroom #2			
	-No violations			
	Common bathroom #3			
	-No violations			
	1st Floor			
	-Room # 102			
	-No violations			
	Room # 101			
	-No violations			
	Common hallway			
	-No violations			
	Common bathroom			
	-No violations			
	Kitchen			
	-No violations			
	Dining room			
	-No violations			
	Lounge room #			
	-No violations			
	Living room			
	-No violations			
	Sunroom			
	-No violations			
	Basement			
	-No violations			

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27 Hillside Ave. Montclair, NJ 0713-5-0031

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	Exterior			
	-No violations			

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