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 3
Control No. 0714-0238
License No.
Type of Construction Buck
No. of Stories
Units
Lic. Capacity 25
No. of Res. 23
Class C
DATE: 5/8/24

◄ *EVALUATION REPORT AND ORDERS OF THE COMMISSIONER* ►

Owner's Name, Address, Zip, County	Property Address, Zip, County
Sunset Care	624 Mt. Prospect Ave
	Newark, NJ
Owner's Phone Number	Property Phone Number
Operator's Name	

TYPE OF EVALUATION

SOCIAL ☐ ADDENDUM ☑ 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.

x Pamela Smith
Received By

Commissioner
By Bernard Rayward
Bureau of Rooming and Boarding House Standards

Pamela Smith
Printed Name of Person Served

5/8/24
Date Time Served

Felipe Toledo
Bureau Representative Evaluator #

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0714-0238
Sunset Care

Addendum

[ ] NJAC 5:27
[ ] NJAC 5:27A

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
5:27 –	Licensee must update board with company name issued documents. Board still has previous owners information posted			
527-1.6(a)	Licensee shall obtain license to own as required by DCA. Posted license has previous owner info and expired 12/31/2023	6/10/24		
527-1.6(a)	Licensee must obtain and post updated license to operate. Previous license to operate expired: 12/31/22	6/10/24		
5:27-1.3(c)	Fire Certificate is expired as of: 3/2/2024 Fire Cert. shall obtained must have new company name.	6/10/24		

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BRBHS – 2
3/22

0714-0238
Sunset Care

Addendum

[ ] NJAC 5:27
[ ] NJAC 5:27A

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
5:27-1.5(m)	A certificate of occupancy is required to be posted.	6/10/24		
	• Certificate of occupancy posted is from 1983.			
	• New CCO must be posted.			
	END of Addendum			
	[redacted] Follow down 5/8/24			

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HOUSE STANDARDS
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BRBHS-1
8/02

PAGE 1 of 3
Control No. 0714-0238
License No.
Type of Construction BRICK
No. of Stories 3 Units
Lic. Capacity 25 No. of Res. 29
Class C
DATE: 11/24/24

◄ EVALUATION REPORT AND ORDERS OF THE COMMISSIONER ►

Owner's Name, Address, Zip, County	Property Address, Zip, County
Sunset Boarding LLC	624 Mt. Prospect Ave Newark NJ
Owner's Phone Number	Property Phone Number
[redacted]	

TYPE OF EVALUATION

SOCIAL ☑ ADDENDUM ☐
PHYSICAL ☐ CYCLICAL ☑

Reinspection 3/1/24

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Received By
Printed Name of Person Served: Ponda Smith
Date: 11/24/24 Time Served:

Commissioner
By Bernard Raywood
Bureau of Rooming and Boarding House Standards

Bureau Representative
Evaluator #

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0714-0238

[ ] NJAC 5:27
[ ] NJAC 5:27A

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
5:27-1.6(a)	New owner shall apply for new license to own & operate issued by DCA	2/26/24	yes 3/1/24	
5:27-1.6(g)	New ownership shall ensure an operator license for current operator is requested or applied for.	2/26/24	yes 3/1/24	
5:27-3.2	New ownership shall create document which establishes the House rules. Make sure everyone signs document.	2/26/24	yes 3/1/24 · Started creating new form	
5:27-3.7	New ownership shall create statement containing the following information · Name of owner · Name of corp. · Name and contact of operator · Name and contact of maintenance person	2/26/24	3/1/24 yes	



0714-0233

[ ] NJAC 5:27
[ ] NJAC 5:27A

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
5:27-8.1(c2)	Copy of an occupancy agreement, signed by both the Licensee and the resident clearly stating the services to be provided by the Licensee and the charge to the resident for such services. Please create new occupancy agreement w/ company name and signed by Ownership and resident.	2/26/24	NO 3/1/24	
5:27-8.1(c1)	Boarding Home shall ensure all residents have updated Medical evaluations. Please review files.	2/26/24	yes 3/1/24	
5:27-9.2	Boarding Home shall create Daily food menu.	2/26/24	yes 3/1/24	
5:27-4.7(f)	Boarding Home shall ensure pest control provides monthly extermination services.	2/26/24	yes 3/1/24	

FA 3/1/24

1/24/24

STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF CODES AND STANDARDS
BUREAU OF ROOMING AND BOARDING HOUSE STANDARDS
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BRBHS-1
8/02

POSTED

PAGE 1 of 6
Control No. 0714-C-0238
License No.
Type of Construction Frame
No. of Stories 3 Units 10 Bedrooms
Lic. Capacity 25 No. of Res. 22
Class C
DATE: 1/8/24

◄ EVALUATION REPORT AND ORDERS OF THE COMMISSIONER ►

Owner's Name, Address, Zip, County	Property Address, Zip, County
Sunset Boarding LLC	624 Mt Prospect Ave
	Newark NJ
Owner's Phone Number	Property Phone Number
Operator's Name	

TYPE OF EVALUATION

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PHYSICAL ☑ CYCLICAL ☑

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>
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Received By

Commissioner
By Jay Raywood (WM)
Bureau of Rooming and Boarding House Standards

Printed Name of Person Served

1-18-24
Date Time Served

William Murray
Bureau Representative Evaluator #

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624 Mt. Prospect Ave Newark, NJ 0714-C-0238

[X] NJAC 5:27
[ ] NJAC 5:27A

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	Fire cert exp (Unavailable)			
5:27 1.3(c)4	Provide current fire certificate with new owner	2/19/24	No	
	Owner lic. exp (Unavailable)			
5:27 1.6(a)3	Provide current DCA Owner License	2/19/24	No	
	Operator lic exp. (Unavailable)			
5:27 1.6(a)3	Provide current DCA Operator License	2/19/24	No	
	3rd Floor			
	Room #10			
5:27 7.2(a)	- Damaged/torn mattress cover	2/19/24	Abated	
	shall be replaced on residents			
	bed.			
5:27 7.1(b)	- Entire sleeping room shall be	2/19/24	Abated	
	cleaned and maintained.			
5:27 4.4(c)	- Non working light fixture	2/19/24	Abated	
	shall be repaired to operate		2/28/24	
	in it's intended purposes.			
	Room #9			
5:27 4.7(a)	- Missing floor tiles outside	2/19/24	No	
	closet door and underneath			
	radiator shall be provided.			
5:27 4.4(c)	- Cover for ceiling fan/light	2/19/24	NO	
	fixture shall be provided.			
	Common hallway			
5:27 4.9	- Emergency light shall be	2/19/24	Abated	
	maintained to operate.			

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[X] NJAC 5:27
[ ] NJAC 5:27A

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	3rd Floor cont			
	Stairway			
5:27 4.9	- Emergency light outside entry door shall be maintained to operate.	2/19/24	Abated	
	Common bathroom			
5:27 4.2(d)	- Fixture connected to cold water shall be repaired on tub.	2/19/24	Abated	
5:27 4.7(a)	- Loose floor tile shall be repaired or replaced.	2/19/24	NO	
5:27 4.7(a)	- Damaged window screen shall be replaced.	2/19/24	NO 2/28/24	
	2nd Floor			
	Room #7			
5:27 7.1(b)	- Entire sleeping room floor shall be cleaned and maintained from dust/dirt.	2/19/24	NO	
5:27 4.4(c)	- Cover for ceiling fan/light fixture shall be provided.	2/19/24	NO	
5:27 4.7(a)	- Hasp lock shall be removed from entry door.	2/19/24	Abated	
	Room #6			
5:27 7.2(d)	- Damaged dresser shall be replaced.	2/19/24	Abated	
	Room #5			
5:27 4.4(c)	- Cover for ceiling light fixture shall be provided	2/19/24	NO	

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[X] NJAC 5:27
[ ] NJAC 5:27A

624 Mt. Prospect Ave. Newark, NJ 0714-C-0238

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	2nd Floor cont			
	Room #4			
5:27 4.7(a)	- Wall area next to bed shall be repaired and then painted in a workmanlike manner.	2/19/24	Abated	
	Common hallway			
5:27 4.9	- Emergency lights outside rooms #5 & #7 shall be maintained to operate.	2/19/24	NO	
5:27 4.7(n)	- Items impeding exit door near #7 shall be removed and stored away properly.	2/19/24	Abated 2/28/24	
	Common bathroom #1			
	- Under renovations			
	Common bathroom #2 (Next to #6)			
5:27 4.2(d)	- Shower head from stall on right side is leaking and shall be repaired.	2/19/24	Abated	
5:27 4.2(d)	- Fixture connected to hot water on sink shall be repaired to operate.	2/19/24	Abated	
5:4 4.7(a)	- Seat for toilet shall be provided.	2/19/24	Abated	
	1st Floor			
	Room #3			
5:27 4.7(h)	- Stained ceiling tiles shall be replaced.	2/19/24	Abated	

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[ ] NJAC 5:27A

624 Mt. Prospect Ave. Newark, NJ 0714-C-0238

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	1st Floor cont.			
	Room #2			
5:27 4.7(a)	- Damaged ceiling area shall be repaired and then painted in a workmanlike manner.	2/19/24	Abated	
	Room #1			
5:27 7.2(a)	- Mattress shall be provided for residents bed.	2/19/24	NO	
	Common hallway			
5:27 4.9	- Emergency lights outside kitchen and room #1 shall be maintained to operate.	2/19/24	NO	
5:27 7.1(b)	- Wall area outside shower stall shall be cleaned and maintained from dirt.	2/19/24	Abated 2/19/24	
	Common bathroom (shower stall)			
	- NO violations			
	Common bathroom (tub)			
	- NO violations			
	Kitchen			
	- NO violations			
	Dining room			
5:27 4.7(a)	- Damaged floor tile near window shall be replaced.	2/19/24	Abated	
	Sitting room			
	- NO violations			

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[X] NJAC 5:27
[ ] NJAC 5:27A

624 Mt. Prospect Ave. Newark, NJ 0714-C-0238

EVALUATION REPORT AND ORDERS OF THE COMMISSIONER

Administrative Code Reference		Compliance Date	Reinspection Date	Compliance Date
	Basement			
	-No violations			
	Exterior			
5:27 4.7(g)	-Ice covering front entrance	2/19/24	Abated	
	sidewalk and rear sitting area			
	for residents shall be removed.			
			2/28/24	
			[illegible]	

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