



pennsylvania
OFFICE OF OPEN RECORDS

RTK-416



Springettsbury Township
1501 Mt. Zion Road
York, PA 17402
(717) 757-3521 (Phone)
(717) 505-0455 (Fax)
www.springettsbury.com

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: December 27, 2016

REQUEST SUBMITTED BY: [REDACTED] **IN-PERSON**

NAME OF REQUESTOR: LeYonda Stewart - Dominion Due Diligence Group

STREET ADDRESS: 4121 Cox Rd Suite 200

CITY/STATE/COUNTY (Required): Glen Allen VA 23060

TELEPHONE (Optional): 804-358-2020 ext 502/ 80-588-5758 (f/ [REDACTED])

RECORDS REQUESTED:

**Provide as much specific detail as possible so the agency can identify the information.*

Pleasant View Apartments - 3085 Steele Street
3085 Steele Street
Memphis, TN 38127

Please provide copies of most recent building inspection report, open building/fire/zoning code violations, Certificates of Occupancy, fire records, records of hazmat spills and former/current underground storage tanks. Property owner applying for refinancing and this information is required by HUD on municipality letter. Please see the attached Building, Zoning, and Fire forms that provide detailed request for each department.

DO YOU WANT COPIES? or NO

DO YOU WANT TO INSPECT THE RECORDS? YES or

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or

RIGHT TO KNOW OFFICER: **ABEGALE GIBB**
abby.gibb@springettsbury.com

RECEIVED

DATE RECEIVED BY THE AGENCY: **DEC 28 2016**

AGENCY FIVE (5)-DAY RESPONSE DUE: Springettsbury Township
5-Day Response Due: 01/05/2017
30-Day Response Due: 02/04/2017

****Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)**

Questions: please contact the Office of Open Records at (717) 346-9903 or openrecords@state.pa.us



COAT OF ARMS OF SPRINGETT PENN
1701-1731

SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road
York, Pennsylvania 17402
717-757-3521 Fax: 717-757-7856
www.springettsbury.com
email: info@springettsbury.com

Police: 717-757-3525 Fax: 717-840-1908
Police and Fire Emergencies - Dial 911
Recreation Office: 717-505-0406

Wastewater Treatment Facility
3501 North Sherman Street
717-757-3521 Fax: 717-840-0680

BOARD OF SUPERVISORS

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Benjamin B. Marchant

January 5, 2017

Ms. LeYonda Stewart
Dominion Due Diligence Group
4121 Cox Road Suite 200
Glen Allen VA 23060

Re: **RIGHT-TO-KNOW REQUEST – Memphis, Tennessee**

Dear Ms. Stewart,

Thank you for writing to Springettsbury Township with your request for: **“Pleasant View Apartments – 3085 Steele Street Memphis, TN 38127”**

Unfortunately, this address is not within Springettsbury Township and we have no records related to this request. During our phone conversation, you confirmed that we received this request by mistake.

Please be advised that this correspondence will serve to close this record with our office as permitted by law.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

Abegale Gibb
Right to Know Officer

File: Right-to-Know 416