

RTK 425



**pennsylvania**  
OFFICE OF OPEN RECORDS



**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:

1/31/17

REQUEST SUBMITTED BY:

E-MAIL

U.S. MAIL

FAX

IN-PERSON

NAME OF REQUESTOR:

Paul Shiftlet / Zeigler Concrete

STREET ADDRESS:

830 Loucks Mill Rd.

CITY/STATE/COUNTY (Required):

York, PA 17403, York Co.

TELEPHONE (Optional):

[REDACTED]

RECORDS REQUESTED:

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

*Commercial / Residential Bldg Permits issued  
for month of January 2017.*

*please email to*

DO YOU WANT COPIES? YES or NO

[REDACTED]

DO YOU WANT TO INSPECT THE RECORDS? YES or NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO

RIGHT TO KNOW OFFICER:

**ABEGALE GIBB**

abby.gibb@springettsbury.com

DATE RECEIVED BY THE AGENCY:

2/1/2017

AGENCY FIVE (5)-DAY RESPONSE DUE:

2/8/2017

*30 Day Response: 3/10/2017*

\*\*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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## TOWNSHIP MANAGER

Benjamin B. Marchant

February 2, 2017

Mr. Paul Shiflet  
830 Loucks Mill Road  
York, PA 17403

Re: **RIGHT-TO-KNOW REQUEST –Building Permits**

Dear Mr. Shiflet,

Thank you for writing to Springettsbury Township with your request for:

**“Commercial/Residential Bldg Permits issued for month of January 2017.”**

Your request is approved via electronic access. Please visit [www.springettsbury.com](http://www.springettsbury.com), on the left-side column, select Departments and click Building Permits/Planning/Zoning, scroll to the end of the page and select the file titled “2017 YTD Building Permits Approved (January).”

- Pennsylvania Right To Know Law, Act 3 of 2008  
Section 704. Electronic Access:

(b) (1) In addition to the requirements of section 701, an agency may respond to a request by notifying the requester that the record is available through publicly accessible electronic means or that the agency will provide access to inspect the record electronically.

(b) (2) If the requester is unwilling or unable to access the record electronically, the requester may, within 30 days of following receipt of the agency notification, submit a written request to the agency to have the record converted to paper. The agency shall provide access to the record in printed form within five days of the receipt of the written request for conversion to paper.

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 425