



**pennsylvania**  
OFFICE OF OPEN RECORDS

RTK-438

**STANDARD RIGHT-TO-KNOW REQUEST FORM**

DATE REQUESTED: 4/12/17

REQUEST SUBMITTED BY:  E-MAIL  U.S. MAIL  FAX  IN-PERSON

REQUEST SUBMITTED TO (Agency name & address): Springettsbury Township  
1501 Mount Zion Road, York, PA 17402

NAME OF REQUESTER: CR Property Group - Kelsey Henise

STREET ADDRESS: 1561 E. Market St.

CITY/STATE/COUNTY/ZIP(Required): York, PA 17403

TELEPHONE (Optional): Fax: 717-718-9243 EMAIL (optional): [REDACTED]

**RECORDS REQUESTED:** \*Provide as much specific detail as possible so the agency can identify the information. Please use additional sheets if necessary

With respect to the property located at 2813 Glen Hollow Dr. York, PA 17406 ONLY:

Any records demonstrating (A) any pending, unresolved zoning violation or violating of any other ordinance, rule, or regulation; or (B) any records demonstrating any unpaid balance due for labor, materials or services provided at the subject property, not already the subject of a lien of record.

DO YOU WANT COPIES?  YES or NO  
DO YOU WANT TO INSPECT THE RECORDS? YES or  NO  
DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or  NO

**\*\* PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES \*\***  
**\*\* IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL \*\***

**FOR AGENCY USE ONLY**

RIGHT TO KNOW OFFICER: A. Gible

DATE RECEIVED BY THE AGENCY: 4/12/17

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 4/19/17  
30 Day Response Due: 5/19/17

*\*\*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.)*



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

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Benjamin B. Marchant

April 18, 2017

Ms. Kelsey Henise  
CR Property Group  
1561 East Market Street  
York, PA 17402

Re: **RIGHT-TO-KNOW REQUEST – 2813 Glen Hollow Drive**

Dear Ms. Henise,

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

“With respect to the property located at 2813 Glen Hollow Dr. York, PA 17402 ONLY:  
Any records demonstrating (A) any pending, unresolved zoning violation or violating of any other ordinance, rule, or regulation: or (B) any records demonstrating any unpaid balance due for labor, materials or services provided at the subject property, not already the subject of a lien of record.”

The Township has reviewed its files and no records exist related to your request.

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 438