



pennsylvania
OFFICE OF OPEN RECORDS

RTK - 472



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: 8-18-2017

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

NAME OF REQUESTOR: Cassie Phelps

STREET ADDRESS: 8205 NW 69th Street

CITY/STATE/COUNTY (Required): Oklahoma City, OK 73132

TELEPHONE (Optional): [REDACTED]

RECORDS REQUESTED:

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

copy of the following documents on file for the property located at 380 N. Northern Way:

- copy of any currently outstanding building, zoning and fire code violations on file for the subject property
- copy of certificates of occupancy on file for the subject property
- copy of zoning approvals on file for the subject property (variances, conditional use permits, planned development, etc)
- copy of any current or pending road projects that will require additional right of way from the subject property

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

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

DATE RECEIVED BY THE AGENCY: 8/18/17

AGENCY FIVE (5)-DAY RESPONSE DUE: 8/25/17
30 Day Response - 9/24/17

***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.)*

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

SPRINGETTSBURY TOWNSHIP



COAT OF ARMS OF SPRINGETT PENN
1701-1731

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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August 22, 2017

Ms. Cassie Phelps
Global Zoning LLC
8205 NW 69th Street
Oklahoma City, OK 73132

Re: **RIGHT-TO-KNOW REQUEST – 380 N. Northern Way**

Dear Ms. Phelps,

Thank you for writing to Springettsbury Township with your request:

“Copy of the following documents on file for the property located at 380 N. Northern Way:

- Copy of any currently outstanding building, zoning and fire code violations on file for the subject property
- Copy of certificates of occupancy on file for the subject property
- Copy of zoning approvals on file for the subject property (variances, conditional use permits, planned development, etc.)
- Copy of any current or pending road projects that will require additional right of way from the subject property.”

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 472