



pennsylvania
OFFICE OF OPEN RECORDS

RTK 487



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: 10/25/2017

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

NAME OF REQUESTOR: Kimberly Mellon

STREET ADDRESS: 11400 Commerce Park Drive, Suite 400

CITY/STATE/COUNTY (Required): Reston, VA 20191 (Fairfax County)

TELEPHONE (Optional): [REDACTED]

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

We are looking for information having to do with the signs for the Target located at 2610 Pleasant Valley Rd. Any previously approved sign permits/plans would be great. Additionally, if you have the approved site plan for store on file that would be great as well.

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: 10/25/2017

AGENCY FIVE (5)-DAY RESPONSE DUE: 11/1/2017
30 Day Response Due 12/1/2017

***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

Mark M. Swornley
Chairman

George M. Dvoryak
Vice Chairman

Kathleen A. Phan
Assistant Secretary/Treasurer

William H. Schenck, III

Blanda E. Nace

TOWNSHIP MANAGER

Benjamin B. Marchant

November 1, 2017

Ms. Kimberly Mellon
Kimley-Horn
11400 Commerce Park Drive, Suite 400
Reston, VA 20191

Re: **RIGHT-TO-KNOW REQUEST**

Dear Ms. Mellon,

Thank you for writing to Springettsbury Township with your request "... information having to do with the signs for the Target located at 2610 Pleasant Valley Rd. Any previously approved sign permits/plans would be great. Additionally, if you have the approved site plan for the store on file..."

I have reviewed the request and an extension of time to respond is required due to the reasons set forth below. The Township anticipates responding to your request no later than December 1, 2017.

- The extent or nature of the request precludes a response within the required time period.
- The request requires the retrieval of historic records.

At this time there are no fees associated with your request, you advised of any fees required upon the complete review of available records.

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 487



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TOWNSHIP MANAGER

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November 10, 2017

Ms. Kimberly Mellon
Kimley-Horn
11400 Commerce Park Drive, Suite 400
Reston, VA 20191

Re: **RIGHT-TO-KNOW REQUEST – 2610 Pleasant Valley Road**

Dear Ms. Mellon,

Thank you for writing to Springettsbury Township with your request "... information having to do with the signs for the Target located at 2610 Pleasant Valley Rd. Any previously approved sign permits/plans would be great. Additionally, if you have the approved site plan for the store on file..."

The Township has reviewed its files and available records are included with this response electronically.

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 487