



pennsylvania
OFFICE OF OPEN RECORDS

RTK -513



Springettsbury Township

1501 Mt. Zion Road
York, PA 17402
717-757-3521
717-757-7856 (Fax)
www.springettsbury.com

RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 2/9/2018

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

NAME OF REQUESTOR: STEFANIA

STREET ADDRESS: 2727 LBJ FWY SUITE 420

CITY/STATE/COUNTY/ZIP (Required): DALLAS TX 75234

EMAIL (Optional): [REDACTED] **PHONE (Optional):** [REDACTED]
~~Fax#888.204.9788~~

RECORDS REQUESTED (Please use additional sheets if necessary):
**Provide as much specific detail (dates, addresses, etc.) as possible so the agency can identify the information.*

Please verify whether there are any outstanding special assessments, open/expired Permits and code violations on the property address 2615 N SHERMAN ST. If there are any violations, please provide the case number, type of violation, amount due, and any special instructions to clear the property of the violations. Please verify BOTH codes and permits when providing information. Thank you!

DO YOU WANT COPIES? YES NO (only if any violations or expired permits)

DO YOU WANT TO INSPECT THE RECORDS? YES NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES NO

**** PLEASE NOTE: Retain a copy of this request for your files; it is a required document if you file an appeal.****

For Agency Use Only:

RIGHT-TO-KNOW OFFICER: *Abby Gibb: abby.gibb@springettsbury.com 717-505-0415*

DATE RECEIVED BY THE AGENCY: *2/9/18*

AGENCY FIVE (5)-DAY RESPONSE DUE: *2/10/18*

Agency 30-Day Response Due: *3/18/18*

***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

February 12, 2018

Stefania
2727 LBJ FWY Suite 420
Dallas, TX 75234

Re: **RIGHT-TO-KNOW REQUEST – 2615 North Sherman Street**

Dear Stefania,

Thank you for writing to Springettsbury Township with your request for information "Please verify whether there are any outstanding special assessments, open/expired Permits and code violations on the property address 2615 N Sherman St. If there are any violations, please provide the case number, type of violation, amount due, and any special instructions to clear the property of the violations. Please verify BOTH codes and permits when providing information."

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

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.

Thank you,


Abegale Gibb
Right to Know Officer

File: Right-to-Know 513