

RTK 26



**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: 2/22/2010

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

NAME OF REQUESTOR: Stacey R. MacNeal

STREET ADDRESS: 345 East Market Street

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

TELEPHONE (Optional): [REDACTED]

**RECORDS REQUESTED:**

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

A copy of a Plan dated October 1958 prepared by Joseph A. Michels.

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: JOHN J. HOLMAN, TOWNSHIP MANAGER/SECRETARY  
john.holman@springettsbury.com

DATE RECEIVED BY THE AGENCY: 2/22/10

AGENCY FIVE (5)-DAY RESPONSE DUE: 03/01/10



**\*\*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](mailto: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 & 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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JOHN J. HOLMAN  
SECRETARY

February 23, 2010

Ms. Stacey R. MacNeal  
345 East Market Street  
York, PA 17403

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

Dear Ms. MacNeal,

Thank you for writing to Springettsbury Township with your request for information pursuant to the Pennsylvania Right-To-Know law. Your request is for a copy of a plan dated October 1958 prepared by Joseph A. Michels.

The request for information is hereby denied for the following reason (s)

1. The request was general in nature, not specific enough to allow the Township to identify the requested documentation.

Springettsbury Township does not file by plan date or who prepared the plan. The Township would need to know the address, street or name of development in order to conduct a review of its files.

Should you refile the application with the appropriate information the Township would be able to review its' files to ascertain if it has the information you have requested

You have a right to appeal denial of information in writing to Terry Mutchler, Executive Director, Office of Public Records, Commonwealth Building, 400 North Street, 4<sup>th</sup> Floor, Harrisburg, PA 17120.

If you choose to file an appeal you must do so within fifteen business days of the mailing date of the agency's response, as outlined in Section 1101. If you have further questions, please call John Holman, Township Manager. 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,

John J. Holman  
Township Manager

/jjh

cc: Charles Rausch, Township Solicitor

File: Right-to-Know