

RTK-34



**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: 5/11/2010

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): 717-854-5124

**RECORDS REQUESTED:**

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

All Planning Commission meeting minutes related to the Ridgeview Subdivision Plan.

DO YOU WANT COPIES? YES or NO

DO YOU WANT TO INSPECT THE RECORDS? YES or NO

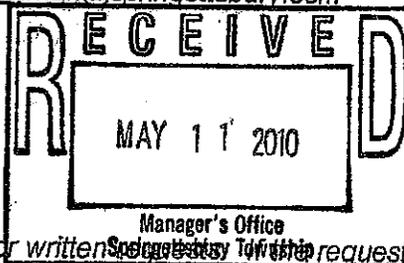
DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO

RIGHT TO KNOW OFFICER: JOHN J. HOLMAN, TOWNSHIP MANAGER/SECRETARY  
john.holman@springettsbury.com

DATE RECEIVED BY THE AGENCY:

AGENCY FIVE (5)-DAY RESPONSE DUE:

5/18/2010



**\*\*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)

RTK: 34



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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## TOWNSHIP MANAGER

JOHN J. HOLMAN  
SECRETARY

May 17, 2010

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

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

Dear Ms. MacNeal,

Thank you for writing to Springettsbury Township with your request for information pursuant to the Pennsylvania Right-To-Know law.

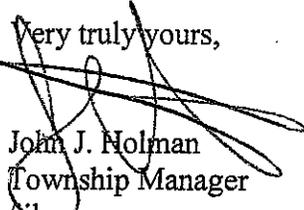
On May 11, 2010, the Township received your request for "All Planning Commission meeting minutes related to the Ridgeview Subdivision Plan." Your request is approved for the minutes on file through May 11, 2010.

The cost of the copy of the documents is \$6.75 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$1.56, for a total cost of \$8.31.

The documents can be picked up or mailed upon receipt of payment to Springettsbury Township. You may contact Mrs. Dori Bowders, Manager of Administrative Operations, at 717-757-3521 to schedule a time to pick up the document.

If you have any questions please do not hesitate to contact me.

Very truly yours,

  
John J. Holman  
Township Manager

Cc: Charles Rausch, Township Solicitor  
James Baugh, Director of Community Development  
Dori Bowders, Manager of Administrative Operations  
File: Right-to-Know

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