

RTK-80



**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:** July 15, 2011

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

**NAME OF REQUESTOR:** Margaret Driscoll, CGA Law Firm

**STREET ADDRESS:** 135 North George St.

**CITY/STATE/COUNTY (Required):** York, PA 17401 York County

**TELEPHONE (Optional):** 717-848-4900

**RECORDS REQUESTED:**

*\*Provide as much specific detail as possible so the agency can identify the information.*  
Any and all application, township response to application (whether granted or denied) and correspondence between applicant and township for building and/or zoning permits to construct a pation at 2519 Mt. Rose Ave. for the years 2010 and 2011.

**DO YOU WANT COPIES?** YES or NO  YES

**DO YOU WANT TO INSPECT THE RECORDS?** YES or NO  NO

**DO YOU WANT CERTIFIED COPIES OF RECORDS?** YES or NO  NO

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

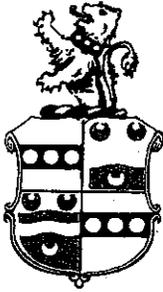
**DATE RECEIVED BY THE AGENCY:** 7/19/2011

**AGENCY FIVE (5)-DAY RESPONSE DUE:** 7/25/2011

*\*\*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)

30 Days: August 26



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: 717-505-0408

Wastewater Treatment Facility  
3501 North Sherman Street  
717-757-3521 Fax: 717-840-0680

## BOARD OF SUPERVISORS

William H. Schenck, III  
Chairman

Donald P. Bishop

Michael R. Bowman

George M. Dvoryak  
Vice Chairman

Julie A. Landis  
Assistant Secretary/Treasurer

## TOWNSHIP MANAGER

John J. Holman  
Secretary

July 22, 2011

Ms. Margaret Driscoll  
135 North George Street  
York, PA 17401

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

Dear Ms. Driscoll,

Thank you for writing to Springettsbury Township with your request for information in regards to "Any and all applications, township response to application (whether granted or denied) and correspondence between applicant and township for building and/or zoning permits to construct a patio at 3691 East Market St., York PA 17402 for the years 2010 and 2011."

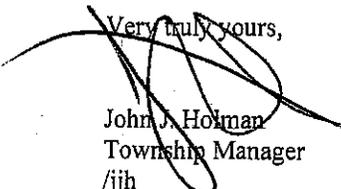
I have reviewed this request and an extension of time to respond is required due to the reasons set forth below. The Township anticipates responding to your request no later than August 26, 2011.

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

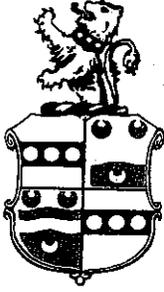
The applicable fees associated with your request are unknown at this time. You will be advised of the estimated fees after completion of review of your request.

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  
Dori Bowders, Manager of Administrative Operations  
James Baugh, Director of Community Development  
File: Right-to-Know



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

William H. Schenck, III  
Chairman

Donald P. Bishop

Michael R. Bowman

George M. Dvoryak  
Vice Chairman

Julie A. Landis  
Assistant Secretary/Treasurer

## TOWNSHIP MANAGER

John J. Holman  
Secretary

August 9, 2011

Ms. Margaret Driscoll  
CGA Law Firm  
135 North George St.  
York, PA 17401

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

Dear Ms. Driscoll,

Thank you for writing to Springettsbury Township with your request for information pursuant to the Pennsylvania Right-To-Know law. On July 19, 2011, you requested "Any and all applications, township response to application (whether granted or denied) and correspondence between applicant and township for building and/or zoning permits to construct a patio at 2519 Mt. Rose Ave. for the years 2010 and 2011."

The request is approved in part and denied in part.

Records have been redacted in accordance with the following sections of the Right-to-Know Law:

1. Section 706. Exceptions for Public records:

Sub Section (6) (i)

A record containing all or part of a person's Social Security number, driver's license number, personal financial information, home cellular or personal telephone numbers; personal e-mail addresses; employee number or other confidential personal identification numbers.

2. Section 708. Exemptions for Public records

Sub Section (10)(i)

The internal, predecisional deliberations of an agency, its members, employees or officials or predecisional deliberations between agency members, employees or officials and members, employees or officials of another agency, including predecisional deliberations relating to a budget recommendation, legislative proposal, legislative amendment,

contemplated or proposed policy or course of action or any research, memos or other documents used in the predecisional deliberations.

Sub Section (17)(i)-(vi): A record of an agency relating to a non criminal investigation.

### 3. Attorney/Client Correspondence

The cost of the copy of the documents is \$7.75 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$1.68, for a total cost of \$9.43.

The document 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.

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  
James Baugh, Director of Community Development

File: Right-to-Know