

RTK-88



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: September 15, 2011

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

NAME OF REQUESTOR: Joe Darrah

STREET ADDRESS: 1099 Kings Mill Road

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.*

Copies of all building permits issued for residential or commercial sheds within the last 5 years

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: 09/15/2011

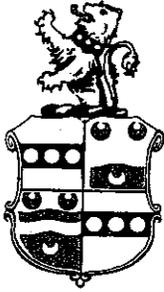
AGENCY FIVE (5)-DAY RESPONSE DUE: 09/22/2011

30 Day / 10/21/2011

****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

RTK-88



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

September 21, 2011

Mr. Joe Darrah
1099 Kings Mill Road
York, PA 17403

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

Dear Mr. Darrah,

Thank you for writing to Springettsbury Township with your request for information in regards to "Copies of all building permits issued for residential or commercial sheds within the last five years."

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 October 21, 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.

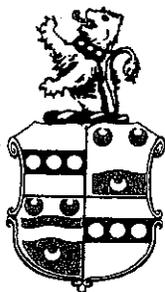
Very truly yours,

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

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TOWNSHIP MANAGER

John J. Holman
Secretary

September 30, 2011

Mr. Joe Darrah
1099 Kings Mill Road
York, PA 17403

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

Dear Mr. Darrah,

Thank you for writing to Springettsbury Township with your request for information pursuant to the Pennsylvania Right-To-Know law. Your request was for "copies of all building permits issued for residential or commercial sheds within the last five years."

The request is approved in part and denied in part Records have been redacted with regard to personal identification information.

1. A record containing all or part of a person's Social Security number; drivers license number; personal financial information, home, cellular or personal telephone numbers; personal e-mail addresses; employee number or other confidential personal identification number. Section 708 (b)(6)(i)(A).

The cost of the copy of the documents is \$57.00 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$5.16, for a total cost of \$62.16.

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, 4th Floor, Harrisburg, PA 17120.

RTK-88

Right to Know
September 30, 2011
Page 2 of 2

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.

Very truly yours,

John J. Holman
Township Manager

/jjh

cc: Charles Rausch, Township Solicitor
James Baugh, Director of Community Development

File: Right-to-Know