

RTK-96



pennsylvania

OFFICE OF OPEN RECORDS

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 1/5/2012

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

REQUEST SUBMITTED TO (Agency name & address): Springettsburg Twp.
1501 Mt Zion Rd York PA 17402

NAME OF REQUESTER: Jodi Miller

STREET ADDRESS: 2501 North Front Street

CITY/STATE/COUNTY/ZIP(Required): Harrisburg PA 17110

TELEPHONE (Optional): 717-901-7925 EMAIL (optional): jodi@midatlanticbx.com

RECORDS REQUESTED: *Provide as much specific detail as possible so the agency can identify the information. Please use additional sheets if necessary

Fax 717-901-7924 If you have a report containing the information below that would be good as well.

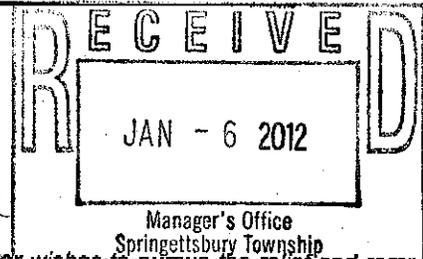
I would like to request the construction/building permit applications from January 2011 to current. I would also like to receive this information on a weekly or monthly basis. Please let me know who to contact directly and the preferred method of contact, call, email, fax or if they can be auto sent.

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

**** PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES ****
**** IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL ****

FOR AGENCY USE ONLY

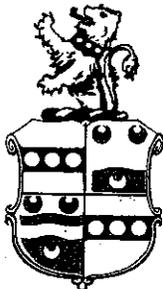
RIGHT TO KNOW OFFICER: J. Salas
DATE RECEIVED BY THE AGENCY: 1/6/2012
AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 1/13/2012



***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.)*

RTK-96

SPRINGETTSBURY TOWNSHIP



COAT OF ARMS OF SPRINGETT PENN
1701-1731

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

January 9, 2012

Ms. Jodi Miller
2501 North Front Street
Harrisburg, PA 17110

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

Dear Ms. Miller,

Thank you for writing to Springettsbury Township with your request for information in regards to "...the construction/building permit application from January 2011 to current. I would also like to receive this information on a weekly or monthly basis. Please let me know who to contact directly and the preferred method of contact, call, email, fax or if they can be auto sent."

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 February 13, 2012.

- 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.

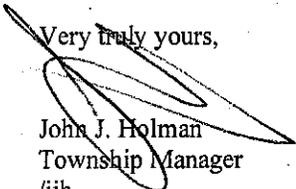
The contact information for the Community Development Office follows:

Mr. James Baugh, Director of Community Development
1501 Mt. Zion Rd.
York, PA 17402
(717) 757-3521

You will also find additional information on the Township web site at Springettsbury.com.

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

Very truly yours,

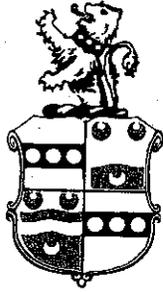

John J. Holman
Township Manager

/jjh

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

File: Right-to-Know

RTK-96



COAT OF ARMS OF SPRINGETT PENN
1701-1731

SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road
York, Pennsylvania 17402
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Julie A. Landis

TOWNSHIP MANAGER

John J. Holman
Secretary/Treasurer

January 12, 2012

Ms. Jodi Miller
2501 North Front Street
Harrisburg, PA 17110

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

Dear Ms. Miller,

Thank you for writing to Springettsbury Township with your request for information in regards to "...the construction/building permit application from January 2011 to current. I would also like to receive this information on a weekly or monthly basis. Please let me know who to contact directly and the preferred method of contact, call, email, fax or if they can be auto sent."

Your request is approved in part and denied in part in accordance with the right to know statute. New construction permits have been redacted Under Section 708(b)(6)(i)(A) of the Right-to-Know Law, "home, cellular or personal telephone numbers" may be redacted from otherwise public records.

The cost of the copy of the documents is \$3.28 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$0.64, for a total cost of \$3.92.

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 documents.

Information on how to retrieve 2012 permit information from the Township web site can be obtained by contacting Mr. James Baugh, Director of Community Development at (717) 757-3521

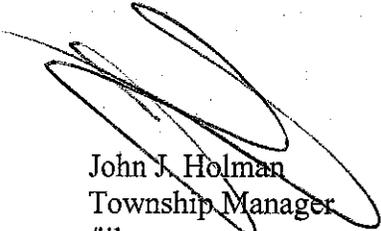
You have a right to appeal this denial of information in writing to Terry Mutchler, Executive Director, Office of Public Records, Commonwealth Building, 400 North Street, 4th Floor, Harrisburg, PA 17120.

Right to Know
01/12/2012
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