

RTK 125



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: 7-20-12

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.

Any and all documents or correspondence related to the Final Land Development Plan for the Market Street Commons Add-On Lots submitted during 2012

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**

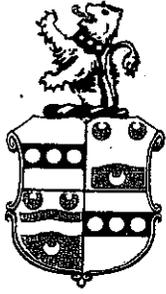
RIGHT TO KNOW OFFICER: JOHN J. HOLMAN, TOWNSHIP MANAGER/SECRETARY
john.holman@springettsbury.com

DATE RECEIVED BY THE AGENCY:

AGENCY FIVE (5)-DAY RESPONSE DUE: 8/27/12
30 days 8/24/12

****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



COAT OF ARMS OF SPRINGETT PENN
1701-1731

SPRINGETTSBURY TOWNSHIP

RYK-125

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
Vice Chairman

Michael R. Bowman
Assistant Secretary/Treasurer

George M. Dvoryak

Julie A. Landis

TOWNSHIP MANAGER

John J. Holman
Secretary/Treasurer

July 23, 2012

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 in regards to "Any and all documents or correspondence related to the Final Land Development Plan for the Market Street Commons Add-On Lots submitted during 2012."

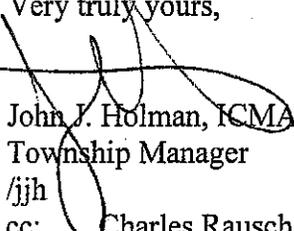
I reviewed the request and an extension of time to respond is required due to the reasons set forth below. The Township anticipates responding to your request no later than August 24, 2012.

- o The extent or nature of the request precludes a response within the required time period.
- o Timely response to the access cannot be accomplished due to bona fide and specified staffing limitations.

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.

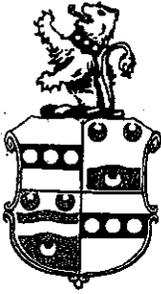
Very truly yours,


John J. Holman, ICMA-CM
Township Manager

/jjh

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

File: Right-to-Know



COAT OF ARMS OF SPRINGETT PENN
1701-1731

SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road
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Julie A. Landis

TOWNSHIP MANAGER

John J. Holman
Secretary/Treasurer

August 3, 2012

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 in regards to "Any and all documents or correspondence related to the Final Land Development Plan for the Market Street Commons Add-On Lots submitted during 2012."

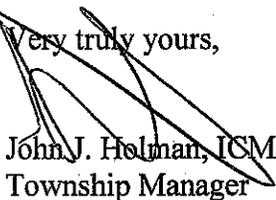
Your request is approved. The cost of the documents is 23 pages at \$0.25 per page for a total of \$5.75. Should you wish to have the information mailed, the additional cost is \$1.70 for a total cost of \$7.45.

Your request was not clear on whether or not you were requesting copies of the approved land development plan. Should you require a copy of the plans, the Township will provide them to you at the actual cost of copying the plans, postage expenses would be charged if you request that the plans be mailed to you.

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, ICMA-CM
Township Manager

/jjh

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

File: Right-to-Know