



**pennsylvania**  
OFFICE OF OPEN RECORDS

RTK 150



**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: 10/10/12

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

NAME OF REQUESTOR: Virginia Rock

STREET ADDRESS: PO Box 75

CITY/STATE/COUNTY (Required): Getzville, NY 14068

TELEPHONE (Optional): [REDACTED]

**RECORDS REQUESTED:**

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

*Development records for Sandra Drive specifically water, sewer, electrical, gas and grading plans. Name of civil engineer, surveyor and architect.*

DO YOU WANT COPIES? YES or NO *Decision will be made once number of pages and cost are determined.*

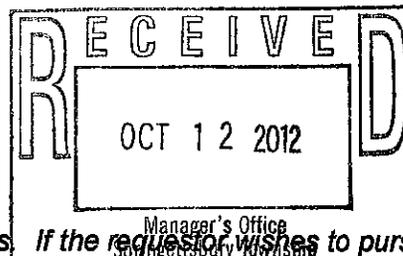
DO YOU WANT TO INSPECT THE RECORDS? YES or NO *Please email rock.virginia@gmail.com*

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

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

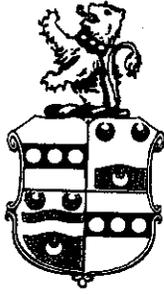
DATE RECEIVED BY THE AGENCY: 10/19/12

AGENCY FIVE (5)-DAY RESPONSE DUE: 11/18/12



\*\*Public bodies may fill anonymous verbal or written requests. If the requester 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)



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  
Vice Chairman

Michael R. Bowman  
Assistant Secretary/Treasurer

George M. Dvoryak

Julie A. Landis

## TOWNSHIP MANAGER

John J. Holman  
Secretary/Treasurer

October 18, 2012

Ms. Virginia Rock  
PO Box 75  
Getzville, NY 14068

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

Dear Ms. Rock,

Thank you for writing to Springettsbury Township with your request for information in regards to "Development records for Sandra Drive specifically water, sewer, electrical, gas and grading plans. Name of civil engineer, surveyor and architect.

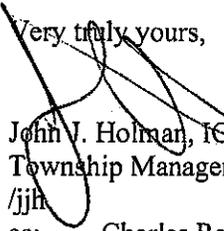
I reviewed the request and an extension of time to respond is required due to the reasons set forth below. The Township anticipates responding to your request no later than November 18, 2012.

- 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.
- 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.

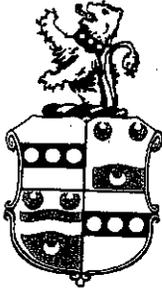
Very truly yours,

  
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

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Julie A. Landis

## TOWNSHIP MANAGER

John J. Holman  
Secretary/Treasurer

October 23, 2012

Ms. Virginia Rock  
PO Box 75  
Getzville, NY 14068

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

Dear Ms. Rock,

On October 12 you wrote to Springettsbury Township for information in regards to "Development records for Sandra Drive specifically water, sewer, electrical, gas and grading plans. Name of civil engineer, surveyor and architect.

Your request is approved in part and denied in part.

The information available includes Subdivision plan documents for Heistand Heights of Yorklyn as submitted by the consulting engineer firm of C.S. Davidson. (4 sheets)

No further information is on file with the Township.

The cost of reproduction of the documents is \$10.00 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost for envelope and mailing is \$5.34 for a total cost of \$15.34.

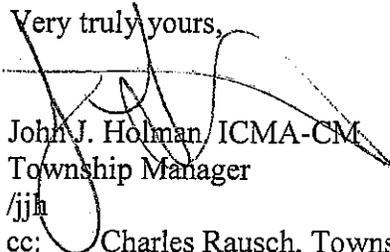
The documents can be picked up or mailed upon receipt of payment to Springettsbury Township. You may contact Ms. Dori Bowders, at 717-757-3521, to schedule a time to pick up the documents.

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, 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 ICMA-CM  
Township Manager

/jjh

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

File: Right-to-Know