

RTK-154



**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: 10/29/12

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

NAME OF REQUESTOR: Kellee L. Schussel-Edens

STREET ADDRESS: 1 Nantz Branch Dr.

CITY/STATE/COUNTY (Required): Cherry Hill NJ Camden Co. 08003

TELEPHONE (Optional): (p) 856 229-7018 / 856-229-7052(F)

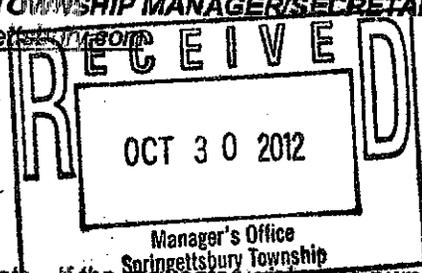
RECORDS REQUESTED:  
*\*Provide as much specific detail as possible so the agency can identify the information.*

*Please see cover page*

DO YOU WANT COPIES?  YES or NO *via fax or email; documents are able to be sent.*  
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: 10/30/2012  
AGENCY FIVE (5)-DAY RESPONSE DUE: 11/6/2012



**\*\*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.)**

Questions: please contact the Office of Open Records at (717) 346-9903 or [openrecords@state.pa.us](mailto:openrecords@state.pa.us)

1 North Branch Drive  
Cherry Hill, NJ 08003  
Phone: 856 229 7018  
Fax: 856 229 7152  
http://www.gsienviro.com



# Fax

Township of Springettsbury

To: Right to Know Officer

From: Kellie L. Schlusser-Edens

Fax: 717-505-0455

Pages: 2 (including cover sheet)

Phone: 717-757-3521

Date: 10/29/2012

Re: OPRA Request

cc:

- Urgent
- For Review
- Please Comment
- Please Reply
- Please Recycle

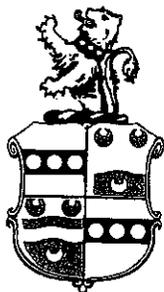
• **Comments:** We are performing an environmental site assessment for the property located at Cinema Drive APN Block 46JJ Lot 58L (the property is currently vacant with no actual address; however it is the lot directly south of the Holiday Inn Express which is at 18 Cinema Drive) and are looking for the following documentation (if available):

- Documentation related to underground storage tanks at the property (permits for installation, removal, etc.) from earliest dates available.
- Certificates of occupancy dating back to first development of the property (or earliest available) from earliest dates available.
- Asbestos or lead based paint abatement documentation from earliest dates available.
- Documentation related to releases/spills of hazardous materials at the property from earliest dates available.
- Documentation related to septic systems or supply wells at the property from earliest dates available.

Please let me know if there are any questions. Thank you very much and have a wonderful day.

Respectfully,

Kellie L. Schlusser-Edens



COAT OF ARMS OF SPRINGETT PENN  
1701-1731

RTK  
154

## 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

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Assistant Secretary/Treasurer

George M. Dvoryak

Julle A. Landis

### TOWNSHIP MANAGER

John J. Holman  
Secretary/Treasurer

November 5, 2012

Ms. Kellie L. Schlussel-Edens  
1 North Branch Drive  
Cherry Hill, NJ 08003

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

Dear Ms. Schlussel-Edens,

On October 29 you wrote to Springettsbury Township with your request for information in regards to "property located at Cinema Drive APN Block 46JJ Lot 58L (property is currently vacant with no actual address; however it is located directly south of the Holiday Inn Express which is at 18 Cinema Drive)..."

Your request is approved in part and denied in part.

The Township does not have any records related to your request dealing directly with the specific parcel listed.

- Format of Report: Section 705: an agency shall not be required to create a record which does not currently exist or to compile, maintain, format or organize a record in a manner which the agency does not currently compile, maintain, format or organize the record.

The Township does have on file the Environmental Impact Study of the AMC Theater site and Phase I Environmental Site Assessment.

The cost of reproduction of the documents is \$18.00 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$2.10 for a total cost of \$20.10.

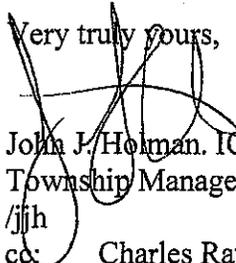
The documents can be picked up or mailed upon receipt of payment to Springettsbury Township. You may contact Ms. Dori Bowders, at 717-757-3521, to schedule a time to pick up the documents.

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