pennsylvania
OFFICE OF OPEN RECORDS

RTK 529

Springettsbury Township
1501 Mt. Zion Road
York, PA 17402
717-757-3521
717-757-7856 (Fax)
www.springettsbury.com

RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 4/17/18

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

NAME OF REQUESTOR: Rose Dunn

STREET ADDRESS: 8422 Bellona Lane, Suite 301

CITY/STATE/COUNTY/ZIP (Required): Baltimore, MD, Baltimore County, 21204

EMAIL (Optional): [redacted] PHONE (Optional): [redacted]

RECORDS REQUESTED (Please use additional sheets if necessary):
**Provide as much specific detail (dates, addresses, etc.) as possible so the agency can identify the information.*

Please see corresponding email in regards to
Autumn House East
2618 E. Market Street East
York, Pennsylvania 17402
Partner Project 211272.1

DO YOU WANT COPIES? ⦿ YES ○ NO

DO YOU WANT TO INSPECT THE RECORDS? ○ YES ⦿ NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? ○ YES ⦿ NO

***** PLEASE NOTE: Retain a copy of this request for your files; it is a required document if you file an appeal.*****

For Agency Use Only:

RIGHT-TO-KNOW OFFICER: ***Abby Gibb:*** *abby.gibb@springettsbury.com 717-505-0415*

DATE RECEIVED BY THE AGENCY: 4/17/18

AGENCY FIVE (5)-DAY RESPONSE DUE: 4/24/2018

Agency 30-Day Response Due: 5/24/2018

***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.)*

Gibb, Abby

From: Dunn, Rose <[redacted]
Sent: Tuesday, April 17, 2018 9:21 AM
To: Gibb, Abby
Subject: Records Request - Autumn House East - 211272.1
Attachments: 211272.1 - city clerk request.pdf

VIOLATIONS/RECORDS REQUEST

Partner Engineering and Science, Inc. is conducting a Phase I Environmental Site Assessment and/or a Property Condition Report Assessment on the following property:

Autumn House East
2618 E. Market Street East
York, Pennsylvania 17402
Partner Project 211272.1

As part of the investigation, we are requesting, under the Freedom of Information Act, any zoning, building, fire, or environmental health records you have for the above-referenced property pertaining to the following:

- **current zoning designation, if the current use is permitted, and conditional uses (if any)**
- **any unresolved notices of violation/to comply, date of last inspection by the building department, copies of any open building department permits, copies of certificates of occupancy, copies of permits and records for any current or historic storage tanks**
- **hazardous materials incidents, fire inspection records, outstanding fire code violations**
- **records of asbestos or lead-based paint, septic system and water well information, human health concerns**

Please forward any records that exist for the aforementioned property or any other pertinent information, at your earliest convenience. Also, please notify Partner if there are any costs associated with this request prior to processing. ***Also, please respond to this email stating whether you received it and/or the approximate date we will have these records, it is very imperative.***

Rose Dunn
Team Assistant

PARTNER ENGINEERING AND SCIENCE, INC.
8422 Bellona Lane, Suite 301, Baltimore, MD 21204
O: [redacted] F:443-377-3895

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

COAT OF ARMS OF SPRINGETT PENN
1701-1731

BOARD OF SUPERVISORS

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Chairman

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Vice Chairman

Kathleen A. Phan
Assistant Secretary/Treasurer

Blanda E. Nace

Charles A. Wurster

TOWNSHIP MANAGER

Benjamin B. Marchant

April 24, 2018

Ms. Rose Dunn
Partner Engineering and Science, Inc.
8422 Bellona Lane, Suite 301
Baltimore, MD 21204

Re: **RIGHT-TO-KNOW REQUEST – 2618 East Market Street**

Dear Ms. Dunn,

Thank you for writing to Springettsbury Township with your request:

"Partner Engineering and Science, Inc. is conducting a Phase I Environmental Site Assessment and/or a Property Condition Report Assessment on the following property:

Autumn House East
2618 E. Market Street East
York, Pennsylvania 17402
Partner Project 211272.1

As part of the investigation, we are requesting, under the Freedom of Information Act, any zoning, building, fire, or environmental health records you have for the above-referenced property pertaining to the following:

- **current zoning designation, if the current use is permitted, and conditional uses (if any)**
- **any unresolved notices of violation/to comply, date of last inspection by the building department, copies of any open building department permits, copies of certificates of occupancy, copies of permits and records for any current or historic storage tanks**
- **hazardous materials incidents, fire inspection records, outstanding fire code violations**
- **records of asbestos or lead-based paint, septic system and water well information, human health concerns**
-

Please forward any records that exist for the aforementioned property or any other pertinent information, at your earliest convenience."

I have 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 May 24, 2018.

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

At this time there are no fees associated with your request, you will be advised of any fees required upon the complete review of available records.

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

Thank you,

Abegale Gibb
Right to Know Officer

File: Right-to-Know 529

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

COAT OF ARMS OF SPRINGETT PENN
1701-1731

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Vice Chairman

Kathleen A. Phan
Assistant Secretary/Treasurer

Blanda E. Nace

Charles A. Wurster

TOWNSHIP MANAGER

Benjamin B. Marchant

April 30, 2018

Ms. Rose Dunn
Partner Engineering and Science, Inc.
8422 Bellona Lane, Suite 301
Baltimore, MD 21204

Re: **RIGHT-TO-KNOW REQUEST – 2618 East Market Street**

Dear Ms. Dunn,

Thank you for writing to Springettsbury Township with your request:

"Partner Engineering and Science, Inc. is conducting a Phase I Environmental Site Assessment and/or a Property Condition Report Assessment on the following property:

Autumn House East
2618 E. Market Street East
York, Pennsylvania 17402
Partner Project 211272.1

As part of the investigation, we are requesting, under the Freedom of Information Act, any zoning, building, fire, or environmental health records you have for the above-referenced property pertaining to the following:

- **current zoning designation, if the current use is permitted, and conditional uses (if any)**
- **any unresolved notices of violation/to comply, date of last inspection by the building department, copies of any open building department permits, copies of certificates of occupancy, copies of permits and records for any current or historic storage tanks**
- **hazardous materials incidents, fire inspection records, outstanding fire code violations**
- **records of asbestos or lead-based paint, septic system and water well information, human health concerns**
-

Please forward any records that exist for the aforementioned property or any other pertinent information, at your earliest convenience."

The current zoning designation for this property is Mixed Use (M-U) with a Town Center Overlay (TCO). According to the zoning ordinance and regulations for this district, the use of the property is: Permitted use by right in zoning district and permitted by conditional use in overlay district.

Available records related to your request are included with this response electronically. Please note, the Township does not maintain fire service for Springettsbury Township. A separate agency, York Area United Fire and Rescue (YAUFR) 50 Commons Drive, York, PA 17402, manages service for the Township. Please contact YAUFR directly for records they may or may not maintain on fire code violations.

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.

Thank you,

Abegale Gibb
Right to Know Officer

File: Right-to-Know 529