



**pennsylvania**  
OFFICE OF OPEN RECORDS

RTK 552



**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:** 7/31/18

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

**NAME OF REQUESTOR:** Josh Lofties

**STREET ADDRESS:** 405 Meridian Lane

**CITY/STATE/COUNTY/ZIP (Required):** York, PA 17402

**EMAIL (Optional):** \_\_\_\_\_ **PHONE (Optional):** \_\_\_\_\_

**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.*

I am requesting the Zoning Hearing Board Minutes from Monday, February 12, 2018 be posted on the township website. Looking at the posted and approved Minutes from the March Zoning Hearing Board, the minutes dated Feb 12, 2018 were unanimously approved.

**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:** *7/31/18*

**AGENCY FIVE (5)-DAY RESPONSE DUE:** *8/7/18*

**Agency 30-Day Response Due:** *9/6/18*

**\*\*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.)**



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

Mark M. Swomley  
Chairman

George M. Dvoryak  
Vice Chairman

Kathleen A. Phan  
Assistant Secretary/Treasurer

Blanda E. Nace

Charles A. Wurster

## TOWNSHIP MANAGER

Benjamin B. Marchant

August 1, 2018

Mr. Josh Lofties  
405 Meridian Lane  
York, PA 17402

Re: **RIGHT-TO-KNOW REQUEST – Zoning Hearing Board Meeting Minutes**

Dear Mr. Lofties,

Thank you for writing to Springettsbury Township with your request for: "I am requesting the Zoning Hearing board minutes from Monday, February 12, 2018 be posted on the township website. Looking at the posted and approved Minutes from the March Zoning Hearing Board, the minutes dated Feb 12, 2018 were unanimously approved."

Your request is approved, and the related records are included with this response. These minutes have been added to the Township's website.

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,

Abegale Gibb  
Right to Know Officer

File: Right-to-Know 552