



pennsylvania
OFFICE OF OPEN RECORDS

RTK-567



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: 9/26/2018

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

NAME OF REQUESTOR: Jessica Lapping

STREET ADDRESS: 2600 E Market St

CITY/STATE/COUNTY/ZIP (Required): York, PA 174002

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.
List of permits from June 2018 to present

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: 9/26/18

AGENCY FIVE (5)-DAY RESPONSE DUE: 10/3/18

Agency 30-Day Response Due: 11/2/18

****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

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Assistant Secretary/Treasurer

Justin A. Tomevi

TOWNSHIP MANAGER

Benjamin B. Marchant

October 3, 2018

Ms. Jessica Lapping
Quality Inn York
2600 East Market Street
York, PA 17402

Re: **RIGHT-TO-KNOW REQUEST –Building Permits**

Dear Ms. Lapping,

Thank you for writing to Springettsbury Township with your request for:

“List of permits from June 2018 to present” (September 26, 2018)

Please note year to date building permit information is typically placed on the Township’s website monthly for the prior period of time. Information for building permits from August 2018 to October 1 was posted to the Township website, October 3, 2018. For full year to date information, including the period of June 1 – October 1, please visit www.springettsbury.com, on the left-side column, select Departments and click Building Permits/Planning/Zoning, scroll to the end of the page and select the file/link titled “2018 YTD Building Permits Approved (Jan – October 1).”

- Pennsylvania Right To Know Law, Act 3 of 2008
Section 704. Electronic Access:

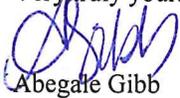
(b) (1) In addition to the requirements of section 701, an agency may respond to a request by notifying the requester that the record is available through publicly accessible electronic means or that the agency will provide access to inspect the record electronically.

(b) (2) If the requester is unwilling or unable to access the record electronically, the requester may, within 30 days of following receipt of the agency notification, submit a written request to the agency to have the record converted to paper. The agency shall provide access to the record in printed form within five days of the receipt of the written request for conversion to paper.

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 567