



RTK-587



Standard Right-to-Know Law Request Form

Good communication is vital in the RTKL process. Complete this form thoroughly and retain a copy; it is required should an appeal be necessary. You have 15 business days to appeal after a request is denied or deemed denied.

Attn: Abby Gibb

SUBMITTED TO AGENCY NAME: Springettsbury Township abby.gibb@springettsbury.com (Attn: AORO)

Date of Request: 1/24/19 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Name: Lauren Colson Company (if applicable): AS&M, Inc.

Mailing Address: 3191 Maguire Blvd., Suite 200

City: Orlando State: FL Zip: 32803 Email: [REDACTED]

Telephone: 407-426-7979 Fax: 407-426-9741

How do you prefer to be contacted if the agency has questions? Telephone Email U.S. Mail

RECORDS REQUESTED: *Be clear and concise. Provide as much specific detail as possible, ideally including subject matter, time frame, and type of record or party names. Use additional sheets if necessary. RTKL requests should seek records, not ask questions. Requesters are not required to explain why the records are sought or the intended use of the records unless otherwise required by law.*

Please see attached letter.

Special Permits / Variances (if any), Certificate of Occupancy, Site Plans, and Outstanding

Code Violations (if any) for 2300 Pleasant Valley Rd., York, PA / APN: 46000JI0019N000000

- DO YOU WANT COPIES?** Yes, electronic copies preferred if available
 Yes, printed copies preferred
 No, in-person inspection of records preferred (*may request copies later*)

Do you want certified copies? Yes (*may be subject to additional costs*) No
RTKL requests may require payment or prepayment of fees. See the Official RTKL Fee Schedule for more details.

Please notify me if fees associated with this request will be more than \$100 (or) \$_____.

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: RTK- 587 Date Received: 1/24/19 Response Due (5 bus. days): 1/31/19

30-Day Ext.? Yes No (If Yes, Final Due Date: 3/2/19) Actual Response Date: _____

Request was: Granted Partially Granted & Denied Denied Cost to Requester: \$_____

Appropriate third parties notified and given an opportunity to object to the release of requested records.

NDDS

National Due Diligence Services

A Division of American Surveying & Mapping, Inc.

3191 Maguire Blvd., Suite 200, Orlando, FL 32803

Phone: 407-426-7979 Fax: 407-426-9741

January 24, 2019

Springettsbury Township
1501 Mt Zion Road
York, PA 17402

**RE: Zoning Verification Letter for: 2300 Pleasant Valley Rd., York, PA / APN:
46000JI0019N000000**

We would like to request a Zoning Verification Letter (on official letterhead). If possible, please address each question in the letter with an answer or directions on where to find the information. I understand there is a possibility that not all the information is handled by one department. If so, could please provide me with contact info, or forward this request to the appropriate party?

As part of the Zoning Verification Letter, we need to ask you for the following information:

1. What is the zoning designation of the above-mentioned property?
2. Can you please provide a digital copy or location of the Zoning Ordinances?
3. Is the use of the property a permitted use in this district?
4. What are the adjacent zoning districts? Do you have a zoning map of the area?
5. Are there any special permits, variances or planned unit development restrictions that affect the site? If so, can you please provide copies?
6. Are there any outstanding zoning or building code violations affecting the property?
7. Can you please provide a copy of the approved site plan for the property? An electronic version of the Site Plan would be great.
8. Are there any legal nonconforming issues affecting the property?
9. Copy of Certificate of Occupancy or Building Permit History

If possible, it would be greatly appreciated to have this request expedited to us as soon as possible.

Upon completion of the Zoning Verification Letter with the questions above, will you please:
E-mail it to me at [REDACTED] or fax to my attention at 407-426-9741.

If you have any questions about my request, please do not hesitate to call me at
407-426-7979 - [REDACTED]. Thank you so much for your help!

Sincerely,

Lauren Colson [REDACTED]

Lauren Colson



CREST OF SPRINGETTSBURY
INCORPORATED 1891

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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TOWNSHIP MANAGER

Benjamin B. Marchant

January 31, 2019

Ms. Lauren Colson
AS&M, Inc.
3191 Maguire Boulevard, Suite 200
Orlando, FL 32803

Re: **RIGHT-TO-KNOW REQUEST – 2300 Pleasant Valley Road**

Dear Ms. Colson,

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

Special Permits/Variances (if any), Certificate of Occupancy, Site Plans, and Outstanding Code Violations (if any) for 2300 Pleasant Valley Rd., York, PA/APN: 46000JI0019N000000. A zoning verification letter was also requested.

The Township has reviewed its files and requested records are included with this response electronically. Records included,

- RTK-587 Zoning Verification Letter
- 2300 Pleasant Valley LD Plan 7-19-96
- CO-2007
- CO-Bldg 1 – 1999
- CO-Bldg 2 – 2000
- CO-Bldg 2 – 2014
- CO-Bldg 3 - 2014

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,

A handwritten signature in blue ink, appearing to read "Abegale Gibb".

Abegale Gibb
Right to Know Officer

File: Right-to-Know 587