



RTKL 051



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: 11/25/2019 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Name: Rose Dunn Company (if applicable): Partner ESI

Mailing Address: 8422 Bellona Lane, Suite 301

City: Baltimore State: MD Zip: 21204 Email: [REDACTED]

Telephone: [REDACTED] Fax: [REDACTED]

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.*

For the property at 200 Boxwood Lane in York, PA (Tax ID: 46000KJ0103B000000)

- 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

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) \$25.

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: RTK- 051 Date Received: 11/25/19 Response Due (5 bus. days): 12/4/19

30-Day Ext.? Yes No (If Yes, Final Due Date: 1/3/2020) 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.

Gibb, Abby

PTK651

From: Dunn, Rose [REDACTED]
Sent: Monday, November 25, 2019 9:48 AM
To: Gibb, Abby
Subject: Records Request - 200 Boxwood Lane
Attachments: Current_Springettsbury_Form_-_12.12.18.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:

Sonoco Property
200 Boxwood Lane
York, Pennsylvania 17402
Tax ID: 46000KJ0103B000000

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.**

Thank you,

Rose Dunn
Staff Assessor

PARTNER ENGINEERING AND SCIENCE, INC.
8422 Bellona Lane, Suite 301, Baltimore, MD 21204
[REDACTED]



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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Chairman

George M. Dvoryak
Vice Chairman

Charles A. Wurster
Assistant Secretary/Treasurer

Justin A. Tomevi

Robert F. Cox

TOWNSHIP MANAGER

Benjamin B. Marchant

December 4, 2019

Ms. Rose Dunn
Partner ESI
8422 Bellona Lane, Suite 301
Baltimore, MD 21204

Re: **RIGHT-TO-KNOW REQUEST – 200 Boxwood Lane (Tax ID: 46000KJ0103B000000)**

Dear Ms. Dunn,

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

“Sonoco Property

For the property at 200 Boxwood Lane in York, PA (Tax ID: 46000KJ0103B000000)

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.”

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 January 3, 2020.

- 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.

Please be advised, Township departments will review records that we maintain, however the Township does not manage a Fire Department. The Township fire services are managed by a regional organization, York Area United Fire and Rescue, 50 Commons Drive, York, PA 17402.

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

Thank you,

A handwritten signature in black ink, appearing to read 'Agibb', written in a cursive style.

Abegale Gibb

Right to Know Officer

File: Right-to-Know 651



CREST OF SPRINGETTSBURY
INCORPORATED 1891

SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road
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717-757-3521 Fax: 717-757-7856
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Robert F. Cox

TOWNSHIP MANAGER

Benjamin B. Marchant

December 20, 2019

Ms. Rose Dunn
Partner ESI
8422 Bellona Lane, Suite 301
Baltimore, MD 21204

Re: RIGHT-TO-KNOW REQUEST: 200 Boxwood Lane (Tax ID: 46000KJ0103B000000)

Dear Ms. Dunn,

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

“Sonoco Property

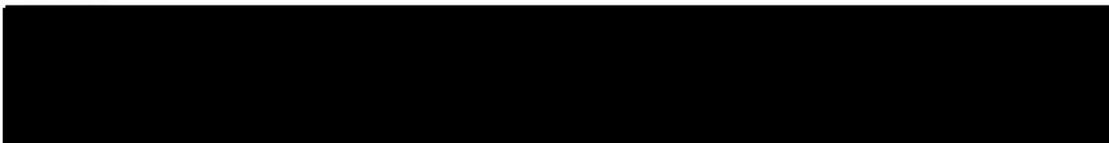
For the property at 200 Boxwood Lane in York, PA (Tax ID: 46000KJ0103B000000)

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- **Current zoning designation, if the current use is permitted, and conditional uses (if any)**
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- **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.”**

Township departments have reviewed their records, however please note, the Township does not manage a Fire Department. The Township fire services are managed by a regional organization, York Area United Fire and Rescue, 50 Commons Drive, York, PA 17402.

Current zoning designation is F-D Flexible Development, use is permitted by right. Related records are included with this response, sent electronically via this link (also provided in the response



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.*

No additional records related to your request exist.

Per Pennsylvania Right to Know Law, Act 3 of 2008, Section 705: *Creation of record. When responding to a request for access, 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 in which the agency does not currently compile, maintain, format or organize the record.*

You have a right to appeal denial of information in writing to Erik Arneson, Executive Director, Office of Open Records, 333 Market Street, 16th Floor, Harrisburg, PA 17101-2234

If you choose to file an appeal, you must do so within fifteen (15) business days of the mailing date of the agency's response, as outlined in Section 1101 of the Right-To-Know Law.

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 651