



RTK 707



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: 9/21/20 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Name: David Howe Company (if applicable): BHHS Homesale Realty

Mailing Address: 2525 Eastern Blvd

City: york State: PA Zip: 17402 Email: [REDACTED]

Telephone: [REDACTED] Fax: _____

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.*

My client is under contract to purchase a vacant lot located at 3688 Crossfield Lane.
46-000-36-0102-00-00000 is the tax ID for said parcel
We would like to request electronic copies (if available) of the site plans for Sentry Woods subdivision development, and any specific site plan on record that would relate to the specific lot at 3688 Crossfield Ln.

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- 707 Date Received: 9/21/2020 Response Due (5 bus. days): 9/28/2020

30-Day Ext.? Yes No (If Yes, Final Due Date: 10/28/2020) 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.



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

Mark M. Swomley
Chairman

George M. Dvoryak
Vice Chairman

Charles A. Wurster
Assistant Secretary/Treasurer

Donald P. Bishop

Robert F. Cox

September 24, 2020

Mr. David Howe
BHHS Homesale Realty
2525 Eastern Boulevard
York, PA 17402

Re: **RIGHT-TO-KNOW REQUEST – 3688 Crossfield Lane Site Plans**

Dear Mr. Howe,

Thank you for writing to Springettsbury Township with your request for “My client is under contract to purchase a vacant lot located at 3688 Crossfield Lane. 46-000-36-0102-00-00000 is the tax ID for said parcel We would like to request electronic copies (if available) of the site plans for Sentry Woods subdivision development, and any specific site plan on record that would relate to the specific lot at 3688 Crossfield Ln.”

We 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 October 28, 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.

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,


Abegale Gibb
Right to Know Officer

File: Right-to-Know 707

Gibb, Abby

From: David Howe <[REDACTED]>
Sent: Thursday, September 24, 2020 3:34 PM
To: Gibb, Abby
Subject: Re: RTK request for Site Plans for Sentry Woods Subdivision

CAUTION: External message!

Thanks for the response. We obtained the needed information from another source so I no longer need the site plans.
Thank you

On Sep 24, 2020, at 3:07 PM, Gibb, Abby <Abby.Gibb@springettsbury.com> wrote:

Hello Mr. Howe,

Thank you for submitting your request for information to Springettsbury Township. At this time, the Township is seeking an extension of time to respond to your request. The extension request letter is attached and reasons for the extension are provided therein.

The Township anticipates responding to your request on or before October 28.

Thank you,

Abby Gibb
Communications Manager
Springettsbury Township
1501 Mt. Zion Road, York, PA 17402
717-757-3521 ext. 415
Fax: 717-757-7856
abby.gibb@springettsbury.com

<image002.png>

<image003.png>

From: David Howe <[REDACTED]>
Sent: Monday, September 21, 2020 2:15 PM
To: Gibb, Abby <Abby.Gibb@Springettsbury.com>
Cc: dhowe@homesale.com
Subject: RTK request for Site Plans for Sentry Woods Subdivision

CAUTION: External message!