



pennsylvania
OFFICE OF OPEN RECORDS

RTK-570



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: 10/10/2018

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

NAME OF REQUESTOR: Shana Hines

STREET ADDRESS: 1300 S. Meridian Avenue, Suite 400

CITY/STATE/COUNTY/ZIP (Required): Oklahoma City, Oklahoma 73108 (Oklahoma County)

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.*

Please provide a Zoning Verification Letter, copies of open/ unresolved Zoning & Building Violations, Certificates of Occupancy, Variances, and Special/ Conditional Use Permits for the property located at 2415 East Market Street AKA 2537 E Market St, Parcel: 46000JJ0005C00000 . Attached is a Zoning Verification Letter from 2016 for reference. Please research from 2015 to present. Please do not incur fees without prior approval. Thank you!
(Our Ref# 124343-1)

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: 10/11/18

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

Agency 30-Day Response Due: 11/17/18 (11/16)

****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. Swornley
Chairman

George M. Dvoryak
Vice Chairman

Kathleen A. Phan
Assistant Secretary/Treasurer

William H. Schenck, III

Blanda E. Nace

TOWNSHIP MANAGER

Kristen L. Denne

February 26, 2016

To Whom It May Concern:

Springettsbury Township confirms the property at 2415 East Market Street is located in the C-H, Commercial Highway Zoning District.

If you have any questions, please contact Springettsbury Township.

Thank you,

A handwritten signature in black ink, appearing to read "Paul Shaefer".

Paul Shaefer
Interim-Director
Community Development Department
Springettsbury Township

SPRINGETTSBURY TOWNSHIP



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Assistant Secretary/Treasurer

Justin A. Tomevi

Robert F. Cox

TOWNSHIP MANAGER

Benjamin B. Marchant

October 18, 2018

Ms. Shana Hines
Planning and Zoning Resource Co. (PZR)
1300 S Meridian Avenue,
Suite 400
Oklahoma City, OK 73108

Re: **RIGHT-TO-KNOW REQUEST – 2401 Pleasant Valley Road**

Dear Ms.Hines,

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

“Please provide a Zoning Verification Letter, copies of open/unresolved Zoning & Building Violations, Certificates of Occupancy, Variances, and Special/Conditional Use Permits for the property located at 2415 East Market Street AKA 2537 E Market St, Parcel: 46000JJ0005C00000.”

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 November 17, 2018.

- The extent or nature of the request precludes a response within the required time period.
- The request requires the retrieval of historic records.
- Timely response to the access cannot be accomplished due to bona fide and specified staffing limitations.

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

Thank you,

A blue ink signature of Abegale Gibb.

Abegale Gibb
Right to Know Officer

File: Right-to-Know 570



COAT OF ARMS OF SPRINGETT PENN
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TOWNSHIP MANAGER

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November 15, 2018

Ms. Shana Hines
Planning and Zoning Resource Co. (PZR)
1300 S Meridian Avenue,
Suite 400
Oklahoma City, OK 73108

Re: **RIGHT-TO-KNOW REQUEST – 2415 East Market Street**

Dear Ms. Hines,

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

“Please provide a Zoning Verification Letter, copies of open/unresolved Zoning & Building Violations, Certificates of Occupancy, Variances, and Special/Conditional Use Permits for the property located at 2415 East Market Street AKA 2537 E Market St, Parcel: 46000JJ0005C00000.”

The Township has reviewed its files and requested records are including with this response electronically including the zoning verification letter.

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 570