



pennsylvania
OFFICE OF OPEN RECORDS

RTK657



Springettsbury Township
1501 Mt Zion Road
York, PA 17402
717-757-3521
717-757-7856 (Fax)
www.springettsbury.com

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.

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

Date of Request: 1-10-2020 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Name: ERIC BRUBAKER Company (if applicable): RENOVATIONS BY GARMAN

Mailing Address: 529 EAST MAIN STREET

City: LITITZ State: PA Zip: 17543 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.

BUILDING PLANS + SITE PLAN FOR 3695 SORREL RIDGE LANE, YORK, PA 17406

WORKING WITH THE HOMEOWNER TO REMODEL EXISTING HOUSE. DOES SPRINGETTSBURY TOWNSHIP KEEP BUILDING PLANS ON FILE?

*IF PLANS ARE TOO LARGE TO BE SCANNED INTO COMPUTER, I CAN INSPECT AT TOWNSHIP,

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) \$ 40.00.

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: RTK- 657 Date Received: 1/10/2020 Response Due (5 bus. days): 1/17/2020

30-Day Ext.? Yes No (If Yes, Final Due Date: 2/16/2020) 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.

NOTE: In most cases, a completed RTKL request form is a public record.
More information about the RTKL is available at <https://www.openrecords.pa.gov>

Form updated Nov. 27, 2018



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 17, 2020

Mr. Eric Brubaker
Renovations By Garman
529 East Main Street
Lititz, PA 17543

Re: **RIGHT-TO-KNOW REQUEST – 3695 Sorrel Ridge Lane**

Dear Mr. Brubaker,

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

Building plans and site plan for 3695 Sorrel Ridge Lane, York, PA 17406.

The Township does not have records related to your request available. The only information available would be the subdivision land development plan for this area. If you would like a copy or to view the subdivision land development plan, please contact the Director of Community Development, Jessica Fieldhouse 717-757-3521.

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 657