



pennsylvania

OFFICE OF OPEN RECORDS

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: West Cornwall Township

Date of Request: 06/14/2024 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Name: Peter Company (if applicable): Watson

Mailing Address: 2605 Maitland Center Parkway, Suite C

City: Maitland State: FL Zip: 32751 Email: MLS@stellaripl.com

Telephone: (302) 261-9069 Fax: 407- 210-3113

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.*

Our firm has been requested to research the referenced property for any **BUILDING PERMITS, CODE VIOLATION & SPECIAL ASSESSMENT FEES** on record in any city, town, village, or port authority.

→ NO RECORDS of Permits, violations, assessment fees dul.

Address: 210 RIDERS WAY, LEBANON PA 17042

Parcel: 34-2335843-346667-0000 // Owner: MALIN, MICHAEL J

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*)

*Michael Malin
Zoning officer*

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) \$ 0.

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: _____ Date Received: 6/17/24 Response Due (5 bus. days): _____

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

Request was: Granted Partially Granted & Denied Denied Cost to Requester: \$ 0

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