



# ELIZABETH TOWNSHIP

522 ROCK RUN ROAD • ELIZABETH, PA 15037

PHONE 412-751-2880 • FAX 412-751-6002

[www.elizabethtwppa.com](http://www.elizabethtwppa.com)

7/31/24

Request # RTK-2024-034

2605 Maitland Center  
Parkway Suite C

**Sent via email only to [MLS@stellaripl.com](mailto:MLS@stellaripl.com)**

Dear Peter,

Thank you for writing to Elizabeth Township to request records pursuant to Pennsylvania's Right-to-Know Law ("RTKL"), 65 P.S. §§ 67.101 *et seq.* On 7.18.24, You requested, "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. Requesting to provide the below information for the property. 1. Please advise if the below address has any OPEN/PENDING/EXPIRED Permits and demolition permits that need attention and any fees due currently. 2. Also advise if there are any open Code Violation or fines due that needs attention currently. 3. Advise if there are any unrecorded liens/fines/special assessments due. Address: 217 CIRCLE DR, ELIZABETH, PA 15037 Parcel: 1130-P-00113-0000-00 Also Please let us know if you service this property for water and sewer."

Your request is denied for the following reason, as permitted by Section 705 of the RTKL.

The request is specifically denied for the following reason(s),

- Based on a thorough examination of records in the possession, custody and control of Elizabeth Township the records you requested do not exist in the possession, custody and control of Elizabeth Township.
- The request is not specific enough, and would require either legal research or judgement to fulfill.
- The request would require the creation of a document, and our agency is not required to create a record which does not currently exist or to compile, maintain, format or organize a record in a manner in which our agency does not currently compile, maintain, format or organize the record.
- The request is a repeated request for the same record, and the repeated requests have placed an unreasonable burden on our agency.
- The request is asking for a document which fits into one or more of the 30 exceptions, cited in Section 708 of the RTKL.
- No records exist for the request time period.



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You have a right to appeal this denial in writing to: Office of Open Records, 333 Market St., 16th Floor, Harrisburg, PA 17101-2234. Appeals can also be filed online at the Office of Open Records website, <https://www.openrecords.pa.gov>.

If you choose to file an appeal you must do so within 15 business days of the mailing date of the agency's response. See 65 P.S. § 67.1101. Please note that a copy of your original RTKL request, the agency's extension notice (if applicable), and this denial letter should be included when filing an appeal. More information about how to file an appeal under the RTKL is available at the Office of Open Records website, <https://www.openrecords.pa.gov>.

If you have additional questions, please contact Open Records Officer Greg Butler.

Respectfully,

Greg Butler  
Open Records Officer  
[gbutler@elizabethtwppa.com](mailto:gbutler@elizabethtwppa.com)  
412-751-2880 ext 1016