

Exeter Township  
Berks County, Pennsylvania  
4975 DeMoss Road  
Reading PA 19606  
www.exetertownship.com



Office: 610-779-5660  
Fax: 610-779-5950  
Engineering: 610-779-5702  
Parks & Rec.: 610-406-0263  
Police: 610-779-1490

## EXETER TOWNSHIP

December 2, 2024

**VIA EMAIL: [evan.foster@proplogix.com](mailto:evan.foster@proplogix.com)**

Evan Foster  
Proplogix  
5901 Honore Avenue Ste 200  
Sarasota FL 34243

**Re: Right-to-Know Law Request Dated November 26, 2024**

Dear Mr. Foster:

On November 26, 2024 the Township of Exeter (“Township”) received your request dated November 26, 2024 (the “Request”) for records pursuant to the Pennsylvania Right-to-Know Law, 65 P.S. §§ 67.101, *et seq.* (“RTKL”).

The Request seeks, in pertinent part, the following: “4537 Delmar Dr. Reading PA - Any open/pending/expired permits and demolition permits that needs attention and any fees due currently. Any code violations or fines due, any unrecorded liens/fines/special assessments due.”

The Request is denied. The Township does not have any records requested.

There is an outstanding sewer balance for the property. To obtain balance due you will need to request a Sewer Certification, the cost for the certification is \$30.00. Upon payment of \$30.00 the certification will be prepared and provided.

You have the right to appeal the Township’s denial of the request in writing to: Office of Open Records, 333 Market Street, 16th Floor, Harrisburg, PA 17101-2234. Should you choose to file an appeal, you must do so within fifteen (15) business days of the mailing date of this letter, as outlined in § 1101 of the RTKL. Please note that a copy of your original Right-To-Know request and this denial letter must be included when filing an appeal. Visit the Office of Open Records website at <http://openrecords.state.pa.us> for further information on filing an appeal.

Sincerely,

*Tina Stephens*

Tina Stephens  
Open Records Officer