

RTK REQUEST NUMBER

DATE RECEIVED

5 DAY RESPONSE DATE



COUNTY OF LUZERNE

RIGHT TO KNOW LAW REQUEST FORM

NAME OF REQUESTER: Glassman Lindsay (PLEASE PRINT CLEARLY) LAST FIRST MI

MAILING ADDRESS: 30 Montgomery Street, Suite 220 STREET / P.O. BOX

Jersey City NJ 07302 CITY STATE ZIP CODE

PHONE # 786-877-7187 FAX# 201-332-1880

EMAIL ADDRESS: lglassman@aeiconsultants.com

SIGNATURE: [Signature] DATE: 4/15/2020

RECORDS REQUESTED - Requesters MUST specify the document(s) sought. Please use additional pages if necessary.

Please see attached letter

- PLEASE CHECK ONE OF THE FOLLOWING: I AM ONLY REQUESTING ACCESS TO THE DOCUMENT(S) I AM REQUESTING A HARD COPY OF THE DOCUMENT(S) (PAPER, CD, etc...) I AM REQUESTING AN E-FILE OF THE DOCUMENT(S) (IF AVAILABLE) (PDF, EXCEL SPRDSHT, etc...)

PLEASE NOTE: LUZERNE COUNTY 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 THE AGENCY DOES NOT CURRENTLY COMPILE, MAINTAIN, FORMAT OR ORGANIZE THE RECORD



April 15, 2020

Luzerne County
Custodian of Records
200 North River Street
Wilkes-Barre, PA 18711

Subject: Public Records Request
1133 New Hanover Street, Hanover Township, PA 18706
AEI Project No. 421691

To Whom It May Concern:

Please accept this request to review files for the property addressed 1133 New Hanover Street, Hanover Township, PA 18706. The property is developed with an office building identified as Parcel ID 25J9 00A125000 and owned by 1133 & 9170 LLC.

AEI Consultants requests all available information regarding this property from the assessor and health departments, or other applicable environmental departments, as follows:

TAX ASSESSOR:

- Property cards – historical and current

HEALTH DEPARTMENT:

- Septic tank permits – installation and/or closure
- Well permits – installation and/or closure (potable and/or groundwater monitoring)
- USTs & ASTs – installation, closure, and/or release information
- Hazardous material storage or use reporting

Any other miscellaneous environmental information is also appreciated. If possible, I would like any available records faxed or emailed to lglassman@aeiconsultants.com. Thank you!

Regards,

Lindsay Glassman
Senior Project Manager



Right-To-Know Response Form

April 22, 2020

AEI Consultants
30 Montgomery St.
Suite 220
Jersey City, NJ 07302
Via email only to lglassman@aeiconsultants.com

RTK REQUEST #2020-063

Dear Ms. Glassman:

Thank you for writing to Luzerne County with your request for information pursuant to the Pennsylvania Right- To-Know law ("RTKL"). I have tried to reach you several times via email, but have not received a response.

Recently, the Luzerne County Office of Law received a request for documents from you described in the attached Right To Know request. Your request is denied because Luzerne County does not maintain these documents. §705 of the RTKL states that "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".

To further assist you, You should direct your request to Hanover Township. They would be the entity that may have these documents if any exist.

You have a right to appeal this denial of information in writing to Executive Director, Office of Open Records, Commonwealth Keystone Building, 400 North Street, 4th Floor, Harrisburg, PA 17120.

If you choose to file an appeal, you must do so within 15 business days of the mailing date of the agency's response. Section 1101. If you have further questions, please contact Laura C. Dennis. Please be advised that this correspondence will serve to close this record with our office as permitted by law.

Respectfully,

Laura C. Dennis, Esq.
Luzerne County
Open Records Officer
200 North River Street
Wilkes-Barre, PA 18711