

**RIGHT TO KNOW REQUEST REPORT  
FEBRUARY 2021**

Description of Request:	Date Township Received RTKR	Date Township Responed	Total Response Time (business days)
4150 Circle Ave - any violations, complaints, permits or notifications for the removal or installation of storage tanks, fires, or other emergency responses, reports of spills or releases, storage or generation of hazardous materials, reports of illegal dumping, land development plans or enviornmental investigation/remediation reports	2/4/2021	Email 2/9/21	3 Days
Zoning verification letter; evidence of code compliance, copy of Cert of Occupancy, if there are planned right-of-way projects that would hinder access to the following site: Wendy's 5411 Perkiomen Avenue.	2/4/2021	Email 2/11/21	5 Days
Any and all information on property 230 Donna Lane, Birdsboro PA.	2/4/2021	Email 2/9/21	3 Days
Any permits and code violations past and present for property 230 Donna Lane, Birdsboro PA	2/4/2021	Email 2/9/21	3 Days
Electronic copy of any and all employees for year 2020	2/5/2021	Email 2/9/21	30 Day Extension, Total Response TBD
Electronic copy of all payment transactions for fiscal year 2020	2/5/2021	Email 2/9/21, Email 3/4/21	20 Days
Mattress Symbol at 71 Vanguard Dr, request a zoning verification letter, open/active zoning, building, or fire code violations on file, approved site plan, variances, special/conditional use permits or restrictions, certificate of occupancy	2/11/2021	Email 2/16/21	3 Days
Conducting a Phase I at 5411 Perkiomen Avenue, requesting any available records related to permits or reports documenting site remediation, the installation/removal of septic systems, wells, oil/water separators, and storage tanks and records related to the use/storage/disposal, spills or releases of hazardous substances and any existing deed restrictions	2/11/2021	Email 2/15/21	2 Days
Provide me with the date and time of the next supervisors meeting and procedure to get on the agenda to ask a few questons in public forum	2/12/2021	Email 2/15/21	1 Day
Can you supply me with the name of the solicitor for the township supervisors, email and business phone number.	2/12/2021	Email 2/15/21	1 Day
Copy of the township policy and procedure manuel with regards to its taxpayers privacy, civil rights and civil liberties.	2/12/2021	Email 2/15/21	1 Day
1315 Butter Lane, any open/expired bldg permits, open code violations, fees due and owing other than utility and taxes.	2/18/2021	Email 2/25/21	5 Days

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4955 Perkio,em Avenue, records from at least 1940 or earlier to present of property card documenting construcion year, sq. ft of bldg, open and closed permits, onsite water wells and septic system testing, open/closed violations	2/18/2021	Email 2/23/21	3 Days
Electronic copies of the land development plan for the 4575 Perkiomen Ave Project.	2/18/2021	Email 2/23/21	3 Days
Electronic copies of the land development plan for the 35 W 47th Street Project.	2/18/2021	Email 2/23/21	3 Days
Any documents regarding the on lot sewage disposal system at 51 4th Avenue.	2/22/2021	Email 2/25/21	3 Days
Exeter Area Food Pantry request to use the Dunn Community Center for warehousing and distribution of food. This request was mentioned in the 2/22/21 agenda for the Township supervisors meeting. I assume all such requests would be in writing. Please supply the document received by the township.	2/22/2021	Email 2/23/21	1 Day
On behalf of the Pathfinder Meadows II Homeowners Association Board. It is our understanding that the University Rifle Club located at 590 Schoffers Rd has submitted a Special Exception Application to Township for the expansion of the rifle club. Like to request a copy of the Special Exception Application and any relevant documents related to this issue.	2/24/2021	Email 3/4/21	6 Days
During the 2/22/21 BOS meeting Mr. Galtere thanked the board for the use of the Promenade for storage and distribution of his Charitable Organization food and in his undated and unsigned letter allowing his organization to use the parking lot for food distribution and storing food in the old Giant. Please provide the minutes from the meeting where the BOS approved/authorized the use of Mr. Galtere Non- Profit, the signed agreement for the use of the Township assets and proof of liability insurance and since they used it as storage, named as coinsured on fire	2/25/2021	Email 3/1/21	2 Days

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Request to Chief for a copy of the license issued to Exeter Food Pantry for Galtere home use for storing and bagging canned goods for distribution, storage of canned goods at the Dunn Community Center, previous storage and distribution of canned and other food stuff at the Promendade from March of 202 to present. Based on Ordinance #282 and #282-2C althrough the chariable organization is exempt from paying a license fee, they must register with the Chief of Police for a license/permit.	2/26/2021	Email 3/1/21	1 Day
Any address with maintenance violations in the past three months. Any address with delinquent water or sewer bills.	2/25/2021	Email 3/2/21	3 Days