

Right To Know Request Report  
November 2019

Requester Name:	Description of Request:	RTK Request Date	RTK Response Date	Final Response Time (business days)
David Hughes	copy of request for waiver of permit fee for Berks Hometown Heros	11/1/2019	Email 11/8/19	4 days
David Hughes	although the permit fee was waived by the township for Berks Hometown Heros I didn't hear that the Certificate of Fitness was waived per OPER 105.6.14. Please provide a copy of this certificate and copy of proof of payment.	11/1/2019	Email 11/8/19	4 days
Morris Neal - CBRE	CBRE is conducting a facility condition assessment for client property located at Santander Bank 4900 Perkiomen Avenue requesting copies of open/outstanding building code violations, copy of most recent building dept inspection, current COO, open/outstanding fire code violations, copy of recent fire dept inspection, copy of open/outstanding zoning code violations	11/1/2019	Email 11/7/19, Email 12/02/19	17 days
Kareen Lynah, PropLogix	for the property located at 1901 Orchard Veiw Rd, Reading, PA please provide copies of any open or outstanding nuisance code violations and associated invoices, any open or outstanding permits and associated invoices	11/6/2019	Email 11/14/19	5 days
Kenneth Deloian fbo SmartProcure	any and all electronically maintained purchasing records dated 7/22/19 to current	11/12/2019	Email 11/18/19	30 day extension
David Ross	Annual Municipal Separate Storm Sewer System (MS4) Status Report for the period ending June 30, 2019. The most recent version of the Public Education and Outreach Program (PEOP).	11/12/2019	mail 11/18/19, Email 12/3/19	9 days
David Hughes	Prior years requests to waive license fee of \$500 for Berks Hometown Heroes for the years 2018, 2017, 2016, 2015 and the minutes where the board approved said requests	11/18/2019	Email 11/21/19	30 day extension
David Hughes	Provide all legal fees incurred to rebutt the appeal David Hughes entered with the OOR. Include separately all other internal costs the Township may have incurred, for instance Mr. Grangers notarized affidavit.	11/18/2019	Email 11/21/19	30 day extension
Amanda Jimenez	copies of any open code compliance, building, nuisance, or property maintenance code violations, any open/expired building permits or unpaid fines/fees/invoices resulting from violations or permits for property 202 Midland Ave.	11/19/2019	Email 11/21/19	30 day extension
Thomas Howell	copies of webcasts for 10/28/19 and 11/12/19	11/20/2019	Mail 11/26/19	4 days
Emma Nicholson	Working on a semester project through Baruch Newman Institute of Real Estate. 5311 Perkiomen Ave. Township site and we would like to request a copy of RCC floor plans and any similar drawings	11/21/2019	mail 11/26/19, Email 12/3/19	6 days
Kenneth Landes	structural drawings for my residence, per engineers request	11/22/2019	Email 11/25/19	1 day
David Beck	Police Report/Incident Report involving death of Donald Barry Pottash which occurred October 7, 1977 along Rt 422 in Exeter Twp. Patrolman Richard Readinger likely the author of the police report.	11/22/2019	Email 11/26/19	2 days