



Pennsylvania
Office of Open Records

Standard Right-to-Know Law Request Form

*Please read carefully. Complete this form and retain a copy of **both** pages; this copy may be required if an appeal is filed. You have 15 business days to appeal after a request is denied or deemed denied. More information about the RTKL is available at <https://www.openrecords.pa.gov>. In most cases, a completed RTKL request form is a public record.*

SUBMITTED TO AGENCY NAME: PA DEPT OF CONSERVATION AND NAT RES (Attn: AORO)

Date Request Submitted: 3/5/25 Submitted via: ☒ Email ☐ U.S. Mail ☐ Fax ☐ In Person

PERSON MAKING REQUEST:

Full Name: REP JOHN LAWRENCE

Company (if applicable): PA HOUSE OF REPRESENTATIVES

Please send response via: ☒ Email ☐ U.S. Mail

If you wish to obtain records that only exist in hard copy, or must be provided on an electronic storage device, you may be required to provide a mailing address to the agency. See Section 703.

Email: JLAWRENCE@PAHOUSEGOP.COM

Mailing Address: 1 COMMERCE BLVD STE 200

City: WEST GROVE State: PA Zip: 19390 Telephone: 610 869 1602

How do you prefer to be contacted if the agency has questions? ☐ Telephone ☒ Email ☐ U.S. Mail

☒ By checking this box, I affirm that my full name and contact information is true and correct, and that I am a legal resident of the United States. I understand that failure to check this box may result in the denial of my request and the dismissal of any appeal filed with the Office of Open Records.

RECORDS REQUESTED: *Provide as much detail as possible, including subject matter, time frame, and type of record sought. RTKL requests must seek records, not ask questions. Use additional pages if necessary.*

SUBJECT MATTER: COMMENTS ON MASTER PLAN FOR BIG ELK CREEK STATE PARK

TIME FRAME: JAN 21, 2025 TO FEBRUARY 6, 2025

Form continues on page 2. Retain a copy of both pages.

RECORDS REQUESTED (continued):

TYPE OF RECORD SOUGHT: I SPECIFICALLY SEEK COMMENTS SUBMITTED TO DCNR REGARDING THE PROPOSED MASTER PLAN FOR BIG ELK CREEK STATE PARK. DCNR SOLICITED COMMENTS FROM MEMBERS OF THE BIG ELK CREEK TASK FORCE AT THE JANUARY 21, 2025 TASK FORCE MEETING. THESE COMMENTS WERE DUE TO BE RECEIVED BY DCNR BY FEBRUARY 6. WHILE DCNR DID NOT SPECIFY WHO COMMENTS SHOULD BE EMAILED TO, FOR THE PURPOSES OF THIS RIGHT-TO-KNOW REQUEST, I SEEK COMMENTS RECEIVED, VIA EMAIL, BY JOHN HALLAS, JOHN NORBECK, CINDY DUNN, ROB CAMPION, ERIC NELSON, OR CASEY TRINKAUS.

DO YOU WANT COPIES? ☐ Yes, printed ☐ Yes, electronic ☐ No, in-person inspection

Records shall be provided in the medium requested if they exist in that medium; otherwise, they shall be provided in the medium in which they exist. See Section 701. Your request may require payment or prepayment of fees. View the [Official RTKL Fee Schedule](#) for more details.

I understand that my request may incur fees. Notify me before further processing if fees will be more than ☒ \$100 (or) ☐ \$_____.

Do you want [certified copies](#)? ☐ Yes (may be subject to additional costs) ☐ No

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: _____ Date Received: _____ Response Due (5 bus. days): _____

30-Day Ext.? ☐ Yes ☐ No (If Yes, Final Due Date: _____) Actual Response Date: _____

Request was: ☐ Granted ☐ Partially Granted & Denied ☐ Denied Cost to Requester: \$ _____

☐ Appropriate third parties notified and given an opportunity to object to the release of requested records.

Retain a copy of both pages of this Form.