



FINAL DETERMINATION

DATE ISSUED AND MAILED: June 17, 2026

IN RE: *Shannon Cooper v. Hanover Borough*; OOR Dkt. AP 2026-2350

Upon review of the appeal filed with the Office of Open Records (“OOR”) to the above-referenced docket number, it is determined that the appeal is **DISMISSED** because:

The appeal is untimely. The Request provided with the appeal was partially denied by Hanover Borough (“Borough”) on April 10, 2024.¹ Appeals of denied Right-to-Know requests must be filed within 15 business days of the date of the denial. 65 P.S. § 67.1101(a)(1). The appeal was received by the OOR on June 15, 2026, well past the 15 business day deadline. The Requester is not prohibited from refileing the Request and, if necessary, filing a new appeal pursuant to the requirements of 65 P.S. § 67.1101(a)(1).

For this reason, the Borough is not required to take any further action. Within thirty days of the mailing date of this Final Determination, you may appeal or petition for review with the York County Court of Common Pleas. 65 P.S. § 67.1302(a). All parties must be served with notice of the appeal. The OOR also shall be served notice and have an opportunity to respond according to court rules as per 65 P.S. § 67.1303. However, as the quasi-judicial tribunal adjudicating this matter, the OOR is not a proper party to any appeal and should not be named as a party.² All documents or communications following the issuance of this Final Determination shall be sent to oor-postfd@pa.gov. This Final Determination shall be placed on the website at: <http://openrecords.pa.gov>.

Issued by:

/s/ Kyle Applegate

Chief Counsel
Kyle Applegate, Esq.

Sent via E-File Portal to: Requester; Agency Open Records Officer, Hanover Borough

¹ The appeal form indicates the request was made on June 15, 2026, the date of the appeal itself, and that the Borough response was made June 13, 2026, two days prior. However, the only document attached to the appeal was the Borough response dated April 10, 2024, and we must presume that is the basis of the appeal. The Requester is not prohibited from filing a new appeal to the extent she is trying to appeal a different Borough response than the one provided with this appeal.

² *Padgett v. Pa. State Police*, 73 A.3d 644, 648 n.5 (Pa. Commw. Ct. 2013).