

# OFFICE OF THE CITY CLERK

**TIANNA M. MARKS**

*City Clerk  
Registrar of Vital Statistics*

**MILLY CASTRO LITTLES**

*Deputy City Clerk Vital Statistics  
Deputy Registrar of Vital Statistics*

**PAMELA MAGGIORE**

*Deputy City Clerk*



65 NIAGARA SQUARE  
ROOM 1308 CITY HALL  
BUFFALO, NEW YORK 14202  
PHONE: (716) 851-5431  
FAX: (716) 851-4845

July 21, 2025

Matthew J Austin  
austinaudits@aol.com  
24 Minton Street  
Buffalo, NY, 14210  
716-523-9651

Re: Freedom of Information Law Request – Records Related to Council Agenda Item 25-1248(Nowakowski-Zoning Map Amendment for 379 Paderewski Drive which Include Documents Showing Proof of Payments & A Copy of the Notice of Complete Application Issued to the Applicant.

To whom it may concern,

The City of Buffalo Clerk's Office is in receipt of your Freedom of Information Law request. Pursuant to New York State Public Officers Law §89(3), this letter will serve as an acknowledgement of your request.

Due to the volume of requests this department is currently handling, sufficient time is needed to conduct a diligent search, compile, and review any records found responsive to this FOIL request. Accordingly, you will receive a determination of your request within twenty (20) business days from the date of this acknowledgement letter.

Please be advised that access to records is provided in accordance with New York State Public Officers Law §87(2). In addition, pursuant to New York State Public Officers Law §87(1)(b), please be advised that the costs for photocopying is \$.25 per page not more than 9"x14", or the actual cost of reproducing any other record. There is \$10 per electronic recording, also. There are no costs associated with your viewing the records.

Should you desire any further information, please feel free to contact the undersigned at (716) 851-5432.

Very truly yours,

A handwritten signature in cursive script that reads "Tianna M. Marks".

Tianna M. Marks/sl  
City Clerk

Enclosed

**Lopez, Sarita L**

---

**From:** City of Buffalo Public Records <messages@nextrequest.com>  
**Sent:** Tuesday, July 15, 2025 1:05 PM  
**To:** Lopez, Sarita L  
**Subject:** [Opened] City of Buffalo records request #25-5709 from Matthew J Austin

-- Reply ABOVE THIS LINE to post an INTERNAL message that will be sent to staff. Attach a non-image file to have it uploaded to the request as a staff-only document. --

## City of Buffalo Public Records

**Record request #25-5709 has been submitted and assigned to you. It currently has a due date of August 12, 2025.**

City Clerk,

Pursuant to the New York State Freedom of Information Law, I hereby request access to the following records related to **Council Agenda Item 25-1248 (Nowakowski - Zoning Map Amendment for 379 Paderewski Drive):**

1. Documents sufficient to show **Proof of payment** for the Zoning Map Amendment Application submitted to the City Clerk for the above-referenced address. This includes, but is not limited to:
  - o A copy of the \$500 check,
  - o A receipt issued by the City Clerk's Office, or
  - o Any document(s) sufficient to confirm that payment was received by the City Clerk for the required application fee.
2. A copy of the **Notice of Complete Application** issued to the applicant, as described in the City of Buffalo's Zoning Map Amendment application procedure Step 6.

Please provide these documents in electronic format.  
Please acknowledge receipt of this request in writing, as  
required by FOIL, and respond within five business days. If  
access to any of the requested records is denied, please  
provide the specific reason for the denial and cite the  
applicable legal exemption under FOIL.  
Thank you for your time and attention to this matter.  
Sincerely,  
**Matthew J. Austin, MUP**

**View Request 25-5709**

<https://buffalony.nextrequest.com/requests/25-5709>



[Help Pages](#) | [nextrequest@civicplus.help](mailto:nextrequest@civicplus.help)

FILED  
CITY CLERK  
2025 JUL 15 PM 2:22